

# **Submission of Annual Quality Assurance Report (AQAR) in Accredited Institutions**

**Internal Quality Assurance Cell (IQAC)  
DHARAMPETH M. P. DEO MEMORIAL  
SCIENCE COLLEGE, NAGPUR.**

2017-2018

North Ambazari Road, Near Ambazari Lake, Nagpur

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# The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

## Part – A

### 1. Details of the Institution

1.1 Name of the Institution

Dharampeth M. P. Deo Memorial Science College, Nagpur.

1.2 Address Line 1

North Ambazari Raod,

Address Line 2

Near Ambazari Garden

City/Town

Nagpur

State

Maharashtra

Pin Code

440033

Institution e-mail address

principal\_dsc@rediffmail.com

Contact Nos.

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Name of the Head of the Institution:

Dr. Akhilesh V. Peshwe

Tel. No. with STD Code:

0712-2241372

09422313334

Mobile:

Name of the IQAC Co-ordinator:

Dr. R.B.Lanjewar

Mobile:

9881021205

IQAC e-mail address:

[iqacdmv@gmail.com](mailto:iqacdmv@gmail.com), [iqacdmpdsvm@gmail.com](mailto:iqacdmpdsvm@gmail.com)

1.3 NAAC Track ID (For ex. MHCOGN 18879)

Track ID is 12182

1.4 NAAC Executive Committee No. & Date:

EC/SC/29/A&A/11.3 DATED 27/11/2017

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

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

1.5 Website address:

[www.dharampethscience.com](http://www.dharampethscience.com)

Web-link of the AQAR:

<https://www.dharampethscience.com/aqar/>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B		2003	2009
2	2 <sup>nd</sup> Cycle	B	2.83	2012	2017
3	3 <sup>rd</sup> Cycle	A	3.01	2017	2022
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

15/05/2004

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

2017-18

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

i. AQAR

ii. 1.10 Institutional Status

University

State



Central



Deemed



Private



Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☐

Regulatory Agency approved Institution Yes ☐ No ☒

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

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

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

#### 1.11 Type of Faculty/Programme

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

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

Others (Specify)

#### 1.12 Name of the Affiliating University (*for the Colleges*)

Rashtrasant Tukdoji Maharaj  
Nagpur University, Nagpur

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and  
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

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 --- 01 ----

Total Nos.

International

National

State

Institution Level

(ii) Themes

## 2.14 Significant Activities and contributions made by IQAC

- Documentation of College activities.
- Assist the Principal in ensuring quality in day to day administration.
- Preparation and submission of AQAR

## 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 \*

The IQAC chalked out a plan of action for quality enhancement and organised / implemented programmes accordingly during the session 2017-18	
<b>Plan of Action</b>	<b>Achievements</b>
1. Organisation of programmes for channelling student activities towards skill development.	Workshops, Poster presentation competitions, Demonstrations, are organised at departmental level.
2. Organisation of student Mentoring Programmes	Industrial visits and Educational Excursions are arranged for the students
3. Organisation of programmes under the sphere of extension activities and Institute Social Responsibility	Students contribution through ROTARACT like Nirmalya Visarjan and Computer Training for Under privilege students.
4. Organisation of programmes for Value addition to help students recognize, encourage and inculcate moral values.	Value Addition Programmes such as Guru Pournima, Samajeek Janiv Diwas (Social Awareness Day, Celebration of Teachers day, Tree Plantation, etc are organised.
5. Organisation of Programmes for Environment Awareness:	Environment awareness programmes like Eco friendly Ganesh Idol making Workshop, Collage competition on World Population Day are organised.
6. Organisation of Cultural activities & co-curricular activities	Annual Cultural event is organised that comprises of Singing and Dancing Competition. Co-curricular activities like quiz competition, Scientific Rangoli competition, Chart Making competition,
7. Two faculty development programme conducted for college staff for 4 <sup>th</sup>	These two workshops provided the much needed guidance and impetus to all the faculty members. The feedback collected indicated the usefulness and need. Nineteen faculty members were registered for these two workshops and later given certificates at the end of workshops.

2.15 Whether the AQAR was placed in statutory body    Yes ☒ No ☐

Management ☒    Syndicate ☐    Any other body ☐

Provide the details of the action taken

AQAR was discussed in IQAC meeting . Strategies to improve quality indicators of the institution were discussed.

## 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				
UG	01	00		
PG Diploma				
Advanced Diploma				
Diploma	01			
Certificate	02			
Others				
<b>Total</b>	<b>04</b>	<b>00</b>		<b>22</b>
Interdisciplinary	02			
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	01`
Trimester	
Annual	-

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**

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

No

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

No

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
18	06	12	-	--

2.2 No. of permanent faculty with Ph.D.

16

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
			02						02

2.4 No. of Guest and Visiting faculty and Temporary faculty

90

2.5 Faculty participation in conferences and symposia:



No. of Faculty	International level	National level	State level
Attended	05	07	01
Presented papers	04		--
Resource Persons	01	--	--

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

1. Use of ICT enabled teaching
2. Industrial tours are arranged.
3. Experts from various fields invited for guests lectures
4. Power point presentations by students encouraged
5. Simulated circuit techniques are taught.

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

180

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

Institution is affiliated to R.T.M. Nagpur University, Nagpur, so the examination rules and regulation is framed by the University has to be obeyed by all the colleges. In this backdrop no reforms can be made at college level

As internal assessment marks are to be submitted in each semester to the university, to maintain uniformity of assessment for all the subjects, the college has developed a system. The individual departments send the internal marks based on this system.

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% approximately

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Sc	145	04	27	77	---	71.72%
B.Sc. Home Science	24	03	12	03	---	62.5%
Total	169	7	39	80	-----	70.41%

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

We have developed internal assessment systems by way of conducting unit test, surprised test, class seminar and quiz.

1. Analysis of the results
2. Development of Internal Assessment System
3. Development of methods to encourage student involvement

#### 2.13 Initiatives undertaken towards faculty development

<b>Faculty / Staff Development Programmes</b>	<b>Number of faculty benefitted</b>
Refresher courses	00
UGC – Faculty Improvement Programme	00
HRD programmes	01
Orientation programmes	00
Faculty exchange programme	07
Staff training conducted by the university	01
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	01
Others	02

#### 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	13	17	00	02
Technical Staff	32	07	00	09

### Criterion – III

### 3. Research, Consultancy and Extension

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

1. Encourage more number of teachers to submit research projects to various funding bodies.
2. Strengthen consultancy services
3. To increase the functional MOUs with industries and other research institutes.

#### 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	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

#### 3.4 Details on Research Publications :

	International	National	Others
Peer Review Journals	09	07	0
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	-	-

#### 3.5 Details on Impact factor of publications:

Range 4.57-5.7 Average 5.135 h-index 06 Nos. in SCOPUS 07

#### 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 <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total			-	-

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 ----- NA-----

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	NIL	NIL	NIL	NIL	NIL
Sponsoring agencies	NA	NA	NA	NA	NA

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: --- NA ---

From Funding agency  From Management of University/College

Total

Type of Patent		Number
National	Applied	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL

3.16 No. of patents received this

Commercialised	Applied	NIL
	Granted	NIL

year

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
NIL	NA	NA	NA	NA	NA	NA

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

09

04

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

04

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

JRF

NIL

SRF

NIL

Project Fellows

NIL

Any other

NIL

3.21 No. of students Participated in NSS events:

University level

150

State level

NIL

National level

NIL

International level

NIL

3.22 No. of students participated in NCC events:

University level

50

State level

02

National level

14

International level

00

3.23 No. of Awards won in NSS: -

University level

NIL

State level

NIL

National level

International level

3.24 No. of Awards won in NCC:

University level

State level

National level

14

International level

### 3.25 No. of Extension activities organized

University forum	01	College forum	08		
NCC	02	NSS	05	Any other	NIL

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

1. Blood Donation Camp
2. Swachhata Abhiyan in the college premises
3. Tree Plantation Program
4. Samajik Janeev Diwas (Social Responsibility Day)
5. 'Beti Bachao, Beti Padhao', 'organ donation' rallies
6. Organ donation awareness program
7. National Service Camp.

## 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	5acres	-	-	-
Class rooms	17	-	-	-
Laboratories	16	-	-	-
Seminar Halls	06	-	-	-
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

#### 4.2 Computerization of administration and library

Data of the admission of students is maintained. Softwares for various heads under which fee is collected from the students are upgraded as & when necessary. The enrolment form of the students & the scholarships forms are filled on-line. College takes efforts to expand e-resource availability; in the library in addition to increase in the number of titles.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	19738	7318261	246	70776.00	19984	7389037
Reference Books	603	-	53	-	656	-
e-Books	138521	-	-	-	138521	-
Journals	16	-	-	-	16	-
e-Journals	6247	-	-	-	6247	-
Digital Database	1	-	-	-	01	-
CD & Video	196	43330	8	10507	204	53837.50
Others (specify)	-	-	-	-	-	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	114	46	03	01	02	13	23	32
Added	-	-	-	-	-	-	-	-
Total	114	46	03	01	02	13	23	32

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

##### Computer & Internet access:-

Computer Training is given to the teachers as well as students. Apart from this laboratory staff is also trained to enhance and update their knowledge regarding computers. Efforts for e-Governance are taken. Internet access is there for all the staff members and the students.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	0.4
ii) Campus Infrastructure and facilities	10.28
iii) Equipments	-
iv) Others	0.06
<b>Total :</b>	<b>10.74</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC organised meeting of teaching, non-teaching and office staff.

- Apprised the staff regarding the forth coming proposed visit of NAAC and uploading SSR and submission of letter of Intent (LOI). C
- Constituted new committee of IQAC for the year 2017-18.
- Coordinated the donation of college uniform and bicycle to needy students from alumni and college staff
- Helped a family of deceased students of college to get Life Insurance claim of Rs 1 lakh.
- Under the faculty development program it was decided to organized some workshops on new guidelines of NAAC which was very essential for the entire faculty member to know and understand new guidelines as per new matrix system. In view of this two faculty development program on following themes were planned and organized. Themes selected were:-

- **An Insight into the fourth Cycle of NAAC: Revised Guidelines”** The resource person for this workshop was Dr. Neehal Sheikh, Associate Professor in English, Santaji College, Nagpur on 11<sup>th</sup> April 2018. He explained in detail the first four criteria of NAAC and threw light on new guidelines and the matrix systems.
- **2<sup>nd</sup> FDP was conducted on 17<sup>th</sup> April 2018.** The resource person for this workshop was Dr. K.Panicker, Associate Professor, J. M. Patel College, Bhandara. He covered criteria V, VI and VII and emphasised on various innovative practices to be adopted to make the college distinct from others.

These two workshops provided the much needed guidance and impetus to all the faculty members. The feedback collected indicated the usefulness and need. Nineteen faculty members were registered for these two workshops and later given certificates at the end of workshops.

- Under IQAC as management initiative to improve the overall governance and to know finer details about RTI act a workshop on “Right to Information Act” by Adv. Rajendra Pande , National Trainer RTI Act 2005 was organized on 7<sup>th</sup> April 2018. This workshop was organized in the college for Principal, Vice Principal, Supervisor, Head of the Department and office clerk from various institutes of Dharampeth Education Society, Nagpur. During the workshop Adv. Pande distributed a copy gazette of RTI Act 2005 to all participants and explained in detail about RTI Act. 35 faculty members registered and feedback forms were collected which express the overall satisfaction of workshop.



## 5.2 Efforts made by the institution for tracking the progression

All the departments of the college conduct class tests and surprise tests for constant evaluation of the students. Teaching-Learning strategies include use of different of teaching methods for a mixed ability class. Under the Mentor-Mentee scheme effective counselling of the students is done on various aspects that include academic, psychological and personal. The students meet their mentors whenever in need and get their guidance in the required subject of their concern. The teachers meet the parents either by contacting them or during parent teacher meet to upgrade the progression of their mentees.

The feedback from the mentees also help us to identify the weak and strong areas of the teaching – learning process that are then addressed and resolved. Apart from academics, various competitive exams are conducted and seminars on aptitude test and career counselling are arranged to as to prepare the students for future prospects.

### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
<b>899</b>			

### (b) No. of students outside the state

04

### (c) No. of international students

Nil

	No	%
Men		

Women

No	%

Last Year (2016-17)						This Year (2017-18)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
214	148	37	418	70	887	202	160	48	489	Nil	899

Demand ratio 3.4

Dropout % 0.5

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

- The institute provides special reading resources for competitive exams.
- The Library is provided with the INFLIBNET facility.
- Various departments motivate students to enrol for NPTEL courses.

No. of students beneficiaries

Nil

#### 5.5 No. of students qualified in these examinations

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

#### 5.6 Details of student counselling and career guidance

SR. NO.	DATE	NAME OF ACTIVITY	NAME OF COMPANY	Resource Person
1	23/7/2017	A Workshop on Logical Reasoning & Aptitude Test	Gurukrupa Academy	Mr. Ashish Diwan Director
2	28/7/2017	"How to Crack various Competitive Exams."	Gadget the career tool.	Mr. Rahul Vaidya Alumni
3	18/8/2017	Placement Interview by Radio Orange FM		
4	22/8/2017	Deputed Teachers for Training programme Organized for Science Teachers on Igniting Minds by Prof. Rajendra Singh Science Exploratory.		
5	23/8/2017	A Workshop on Creating Digital Seminar & Digital Video Library.	Dizwiz Academy	Mr. Abhishek Acharya Director
6	7/9/2017	Seminar on Employability Skill & Aptitude Test by Smart Skill Tech. Pvt. Ltd.	Smart Skill Tech. Pvt.Ltd.	
7	25-29 <sup>th</sup> Sept. 2017	Training programme on Enhancement of learning Skills Through ICT Tool		
8	23/1/2018	Seminar on How to Crack IIT JAM	By Eagle Eye	Mr. Pritish Biswas & Mr. Sachin Ninawe
9	30/1/2018	Guest lecture on Interview Techniques	Yuva Foundation	Mr. Gandhar Patwardhan & Nishant Thakre (Alumni)
10	16/2/2018	How to prepare for UPSC Exams.	UPSE E-pathshala	Mr. Atul Jain IIT Kanpur & Mr. Raut (Alumni)
11	22/2/2018	HCL Campus Placement Drive 20 Students Qualified for final round	HCL Company Nagpur	Mr. Sachin Patil & Mr. Melwyn Kirat
12	22 <sup>nd</sup> to 24 <sup>th</sup> Feb. 2018	Youth Empowerment Summit	Organized by NMC, ECPA & Collector Office in collaboration with Fortune	

			Foundation, Nagpur	
13	28/2/2018	Pre Placement Aptitude Test & Counseling	India IOB	Mr. Patrikar

### 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
04	400	01 Nil

### 5.8 Details of gender sensitization programmes

#### Programmes by: **Cell for prevention of Sexual Harassment**

1. A Guest Lecture by Mrs. Pradnya Baglkote on “Information regarding working of the cell” was conducted by on 31/07/2017.
2. A Guest Lecture was organised inaugurated by advocate Dr. Mrs. Nandita Gaikwad on “Awareness of sexual harassment and the measures to be taken to avoid it” on 7/10/2017.
3. Awareness survey was conducted 27/01/2018 regarding...

#### Programmes by: **Women Cell**

1. A Guest Lecture was organised on “ International Womens’ Dya by Dr.Atya Kaple, Senior Scientist, NEERI on 8<sup>th</sup> March 2018
2. Conducted a Group discussion on “Rape: A Henious Crime with special reference to Asifa Rape Case” on 21<sup>st</sup> April 2018.
3. Organised a Street Play on 24<sup>th</sup> april 2018

### 5.9 Students Activities

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

State/ University level  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 (Rs.)
Financial support from institution		
Financial support from government	172	868043
Financial support from other sources		
Number of students who received International/ National recognitions		

#### 5.11 Student organised / initiatives

Fairs : State/ University level

NIL

National level

NI

International level

NI

Exhibition: State/ University level

NI

National level

NI

International level

NI

5.12 No. of social initiatives undertaken by the students

01

5.13 Major grievances of students (if any) redressed: 01

### Criterion – VI

## 6. Governance, Leadership and Management

### 6.1 State the Vision and Mission of the institution

#### Our Mission:

- To nurture the obvious and identify the unseen and undiscovered talents of the students so as to turn them towards the success path.
- To give more than the curriculum so as to enrich the academic experience of the learners.
- To provide an ambience which will help the students to keep their focus on studies and build relationship with their peers.

#### Our Vision:

- To develop global talent through quality and affordable education.
- To produce thriving, determined and vibrant population of youngsters well equipped to move into the knowledge society.
- To prepare students for wide spectrum of positions and profiles in various fields.

## 6.2 Does the Institution has a management Information System

The college has a college management system CMS – software. The data related to Fees, Scholarships, Enrolment of the students of the students, Library cards etc. can be obtained through CMS.

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

Quality assurance mechanism is an integral part of the higher education system keeping this in focus, quality initiatives have been taken up in our institution to promote excellence in the various constituents of the institution.

### 6.3.1 Curriculum Development

The curriculum is designed by the University. Some of the faculty members of the college are on various boards of studies; they put forth the expectations of the industries in the respective boards, so that the curriculum can be updated to changing needs of the industry. During class room interaction, special importance is given to Power Point Presentation, poster competition, Group discussion, Student seminar and Project work, importance of cleanness of campus.

### 6.3.2 Teaching and Learning

The college makes efforts to enrich the student experience by providing participative and active Learning environment. Increased use of modern teaching aids and computer – aided approaches for teaching are taking roots in the institution. Remedial coaching is imparted to the needy students.

### 6.3.3 Examination and Evaluation

Due to introduction of semester pattern by the university, internal marks of each student in each paper are to be submitted to the university. For this, the internal marks are to be given to the students on the basis of the following criteria 1.attendance in theory and practical, 2. Submission of assignments, 3. Class tests and 4. Subject wise seminars. Thus the students are evaluated continuously based on the above criteria in both the semesters.

### 6.3.4 Research and Development

The faculty members are motivated to increase their research output in terms of paper publications and research articles in peer – reviewed journals. In view of this the faculty members are encouraged to undertake Minor/ Major Research Projects of interdisciplinary nature.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

The college has ample E-Resources available in the college. All staff members are registered for the National Digital Library.

LCD facility was provided to Chemistry department.

Many students registered for NPTEL and few students passed this examination.

CC TV surveillance is provided throughout the campus and the library.

Face biometric record of entry and exit of all the staff members is maintained.

Faculty members are encouraged to use modern teaching aids to engage student interest

#### 6.3.6 Human Resource Management

The institution takes efforts for training the staff in new communication technologies. Faculty Development programmes are encouraged.

#### 6.3.7 Faculty and Staff recruitment

The recruitment procedure for the affiliated colleges is as per the directives from the University and Joint Director, Higher Education. The prerequisite for this is Roster, the preparation of which is in progress. Due to which the appointments of regular teachers and non teaching staff have been temporarily with held.

#### 6.3.8 To fill up these vacancies, the teachers on clock hour basis are appointed.

Industry visits are organized regularly.

People from Industries are regularly invited to apprise the students about the needs & expectations of the industries so that the students can channelize their efforts in a proper direction.

#### 6.3.9 Admission of Students

Admission process of the college always has been transparent. Necessary information about the admission procedure is given in the prospectus of the college. Reservation policies of the Government are followed. Enrolment of the students is done on-line.

Teaching	Covered under Group Insurance Scheme	The staff members can obtain Emergency loans, Personal Loans through our college credit co-operative society. Stationery, Record Books, Xerox Facility are also available in the credit co-operative society for the
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7.4	Non teaching	Covered under Group Insurance Scheme	staff and the students.
	Students	Covered under Group Insurance Scheme	Students are insured against accidents.

If are schemes for

6.5 Total corpus fund generated 3.12 Lakhs

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

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	--	Yes	Principal & various departmental Heads
Administrative	Yes	Joint Director of Higher Education, Nagpur	Yes	College Management.

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

For UG Programmes    Yes ☐    No ☒

For PG Programmes    Yes ☐    No ☐

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

NOT APPLICABLE

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

NOT APPLICABLE

6.11 Activities and support from the Alumni Association

- Guest Lecturers and seminars
- Guidance & career Counselling to the students

#### 6.12 Activities and support from the Parent – Teacher Association

- The college does not have an established parent teacher association.
- However at the time of admission of students in first year, the parents are appraised about the rules and regulations of the college. They are also requested to maintain a regular communication with concerned subject teachers to know about the progress of their wards.
- Contact details of the parents are also maintained at the time of the admission.
- If found necessary parents are informed via SMS.
- Individual teachers organize a one- on-one dialogue with parents whose ward needs further support.

#### 6.13 Development programmes for support staff

Computer training is given to them in view of the up- gradation of office software's. Workshop for technical staff is organised to update their knowledge in the usage of equipments / instruments etc.

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

- Vermicompost plant.
- Tree Plantation under NSS
- PUC Camp organized regularly.
- Use of plastics is minimized.
- Paper less information system is implemented for staff as well as students.



## 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.

**Administrative:** In addition to self appraisal report which is collected from each of the teaching staff member, college has started taking such report from the technical as well as administrative staff member.

The confidential report of the staff is collected from all the Heads of the Department. The college has prepared its own format of the CR which has three sections. Part – I is self appraisal , part- II is form H.O.D. where in he/she gives the details about the staff members regarding methodology of working, attitude dependability etc. and finally part – III Principal, who rates the staff member as good excellent media over & poor.

1. This system has offered transparency.
2. There is no room for prejudices to be reflected in the CR.
3. Technical and administrative staff has developed a sense of competition and have started taking initiatives in improving their personal profiles.

**Academic:** Being situated at west Nagpur area, we have intake of students from different background and therefore have different IQ levels. To know the fast and slow learners, most of the departments have started conducting the Aptitude Test of newly admitted students as soon as the practical/classes start. This practice gives an idea about their ability to learn, enabling the teacher to take appropriate care of fast and slow learners.

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

As was planned in the beginning of the year, the college took following action:

1. Aptitude Test were conducted for the first year students in respective laboratories/ classes.
2. Many invited/popular lectures were conducted.
3. Many Value Addition programs were conducted.
4. Students were encouraged to earn while they learn.
5. Laboratory up-gradation with addition of more sophisticated instruments.
6. The solar panels in grid system has been installed to become self-sufficient in electrical energy and to enhance environmental awareness among all the stakeholders

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

- 1) The old and nonworking electrical gadgets and lights were replaced by energy saving gadgets and LED lights/ gadgets.
- 2) Installation of solar panels is partially completed and a 15 KVA power generation is started.
- 3) The college has instituted two prizes, which are given to the best all rounder student from amongst the girls and one from the boys apart from the various prizes in regular practice.
- 4) Students and staff members of Zoology department has initiated vermi-culture and initiated a good amount of profit enabling the solid waste management and earn while learn on campus.

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

7.4 Contribution to environmental awareness / protection

College has been taking efforts to increase environmental awareness in the students through activities like

- Tree -plantation by NCC/NSS students at campsite or the places provided by the NMC.
- Organisation of camp to assess pollution under control of the vehicles,
- Cleanliness Drive by NCC cadets
- Installation of energy efficient devices indirectly helped protecting environment by reduced carbon foot prints.
- 'Say no to plastics' drive in canteen
- Use of Google Forms and other online methods for tests and information by the students and among staff members are insisted.
- Practice in switching off unnecessary electric gadgets in classrooms and laboratories.
- Regular replacement/repair of flowing taps and faulty and more power consuming electrical gadgets.

7.5 Whether environmental audit was conducted? Yes ☒ No ☐

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

- 1) Positive Steps towards Vertical Growth.
- 2) Initiatives are taken to enhance the competence building of the staff.
- 3) Encouragement for using ICT.

## 8. Plans of institution for next year

The college has done benchmarking for the next year on various fronts which are given underneath:

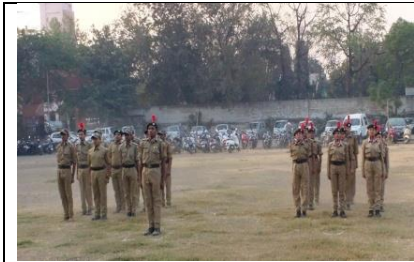
1. More stress on making students aware towards the protection and preservation of the environment.
2. Improvement in results.
3. All round development of students.
4. Developing overall e-governance.
5. Provide better infrastructural facilities.
6. Students participation in electric energy saving competition.
7. Most appreciated by NAAC and demanded Students workshop organized by Physics Department on Design, fabrication and repair of laboratory instruments.
8. Organisation of student centric research idea development under NAVIN (Nutan Avishkar Vihar in Nagpur) program jointly established by Raman Science Center, Vijyan Bharati and Vidarbha Industries Association.

BEST PRACTICE-1	
Title	<b>FREE UNIFORM DISTRIBUTION TO THE NEEDY</b>
Background:	<p>We have large quanta of our intake from the rural area of west Nagpur. Most of them have family income less than Rs. 1,00,000/- pa. but, they learn by spending a huge amount on education every year. Many of these poor families cannot afford even a single uniform.</p> <p>Our Institute, therefore, distribute uniforms to such students for free.</p>
The Practice	<p>It has been our regular practice to help poor people. As soon as the first round of admissions for 1<sup>st</sup> Semester is over, we arrange principal's address for the newly admitted students. During this address, apart from many instructions and information about the college, they are informed about our helping strategy.</p> <p>Needy student comes to Principal/ or any other teacher mentors asking about financial help. Principal look in to the matter and allow him/her to issue uniform or any other help from the college.</p> <p>College undertakes to distribute uniforms free of cost to the financially backward students every year. The process is mandatorily kept confidential as the student should not get harassed from either one.</p> <p>However, a list is maintained with the tailor associated with the college uniforms 2016 onwards.</p>
Outcomes:	2016-17:
The	Prayas Yesansure, Ritesh Kamble , Sanjana Khedkar, Pradip Dethe, Ghansham Bavne, Mayuri Mandape, Prapti Darvhekar, Shejal Tambe,

benefited students lists-	<p>Dhirendra Dwivedi, Vinay Kewate, Pradip Dhote, Bhushan Girsawe, Yash Khandekar, Ghosh Kumar, Sourabh Rahate, Pravin Rahagdale Pradip Shaha.</p> <p>2017-18:</p> <p>Surabhi Inamdar, Arati Dongre, A. R. Iyengar, Ankit Naik, Sanjana Meshram, Rohit Kolte, Rahul Meshram, Prabhakar Bawane, Paritosh Walke, Pranali Gite, Pratiksha Kakde, Security persons.</p>
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BEST PRACTICE-2	
Title	<b>NATIONAL CADET CORPS (NCC)</b>
Background:	<p>We are practicing the NCC since long back. Captain Prabhu Shende, Dr. Akhilesh Peshwe (Current Principal of the College), Maj. Dr. Dashrath Jadhav served as an Associated NCC Officer. Currently Lt. Dr. Prashant Ambekar is serving as Officer after his PRCN training completed in Oct 2016.</p> <p>We are also fortunate to get good NCC cadets from our Institute every year. Many cadets are presently serving in different fields including Indian Army, Air force, Navy and other fields such as SRPF, Maharashtra Police etc.</p>
The Practice	<p>We are associated with 2Maharashtra Armoured Squadron National Cadet Corps, 66 VCA, Civil Lines, Nagpur-440001. Every year around 25 cadets including SW cadets are registered with the 2MAH ARMD SQN, NCC unit.</p> <p>In order to register them, initially a college level selection is made wherein, senior cadets selects the students with criteria provided to them at college ground. Mainly running, pushups, height and other conditions are applied. The selected students then sent to our associated unit which is an Open Unit, wherein they got their selection on their performance. Every year around 20-25 cadets are registered at 2MAH ARMD SQN. Few cadets get success in enrolling to other units/battalions such as Naval, Air wing, Army etc.</p> <p>After enrollment they obtain their regimental number and now they become cadets. In the first year they face rigorous training on every Saturday without fail. Cadets are given Drill Training, Weapon Training in addition to theoretical knowledge which is an essential part to inculcate unity, discipline and leadership qualities amongst the cadets. They get to learn the diverse cultures of various parts of India by participating in different National Level Camps.</p> <p>In the second year they have to face a 'B' certificate exam in Feb/Mar of the year. If he/she clears it then only he/she gets into third year of the training and face 'C' certificate examination.</p> <p>There are many benefits of doing NCC in a good manner. Viz. additional incentive marks and direct illegibility to face interview for officers.</p> <p>During training and national camps, they are made aware to the social issues such as pollution, population, national integration, and many more. Generally, an NCC cadet looks different when stands with general public.</p>
Outcomes:	Most of the NCC cadets prepare for FORCE related jobs and many of them get succeed.







BEST PRACTICE-3	
Title	<b>NATIONAL SERVICE SCHEME (NSS)</b>
Background:	Under the umbrella of RTM Nagpur University, Nagpur and being affiliated with it, NSS unit of the college is establish in order to cultivate the students towards social ethics. Students who are enrolled as a NSS volunteer get some incentives for their involvement in the social activities such as Blood Donation camp, Tree Plantation, PUC camp, cleanliness drive etc. every year.
The Practice	The Institute gives responsibility of this practice to any of the eligible teacher with assisting team members from the college staff every year. The coordinator of the NSS activity is then an authority of the scheme for the session. He/She maintains the records of the students enrolled and keep every possible track on the activities to be performed timely. After the completion of the year round performance, an audit is done and submitted to the RTM Nagpur University for the reimbursement of the amount spent on the activities including camps conducted. NSS group of our college conduct various social service activities such as Blood Donation Camp, Tree Plantation, PUC Camp, Cleanliness Drive etc.
Outcomes:	<p>Please see the reports</p> 

BEST PRACTICE-4	
Title	<b>Vermi-composting</b>
Background:	<p>Vermi-compost is the product of composting using various species of worms usually earthworms.</p> <p>With the initiative of the Zoology department of the college, under the incharge ship of Dr. Mrs. K. M. Paturkar, the</p>
The Practice	<p>The college has recently started vermi-composting for solid waste management with the initiative of the Zoology Department.</p> <p><b>About the Project: Vermicompost</b> (or <b>vermi-compost</b>) is the product of the composting process using various species of worms usually other earthworms to create a heterogeneous mixture of decomposing vegetable or food waste, bedding materials, and vermicast. Vermicast (also called worm castings, worm humus or worm manure) is the end-product of the breakdown of organic matter by an earthworm. These castings have been shown to contain reduced levels of contaminants and a higher saturation of nutrients than do organic materials before vermicomposting. Vermicompost contains water-soluble nutrients and is an excellent, nutrient-rich organic fertilizer and soil conditioner. It is used in farming and small scale sustainable, organic farming. Vermicomposting can also be applied for the treatment of sewage. Vermiculture is a part of applied Zoology. The project is of immense importance in solid waste management which will be beneficial for society. It will also create awareness among the students about environment. Department of Zoology has taken an initiative to start this activity from current Session 2017-18</p> <p><b>In charge of the project :</b> Dr. Mrs. K. M. Paturkar (Assistant Professor, Department of Zoology), B.Sc. Students and one labour.</p> <p><b>Honorary Expert To Direct The Project:</b> Mr. Malojirao Sarjerao Bhosale (Head and Assistant Professor, Department of Forensic Biology Government institute of Forensic Science, RT Road Civil Lines, Nagpur.</p>
Outcomes:	<p>Solid waste management and sewage treatment can be achieved. Students can get job opportunity or employment if learned. Enn while learn with environment awareness.</p>