The Annual Quality Assurance Report (AQAR) of the IQAC

2015-16

Submitted

By

NABIRA MAHAVIDYALAYA, KATOL

Contents

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

AQAR for the year

2015-16

1. Details of the Institution

1.1 Name of the Institution

Nabira Mahavidyalaya, Katol

1.2 Address Line 1

Dhantoli

Address Line 2

City/Town

Katol

State

Maharashtra

Pin Code

441302

Institution e-mail address

nmv.college@rediffmail.com

Contact Nos.

07112-222004

Name of the Head of the Institution:

Dr. M. R. Patil

Tel. No. with STD Code:

07112-222004

Mobile:

9923503060

Name of the IQAC Coordinator:

Dr. A. B. Sharma

Mobile:

9730693753

IQAC e-mail address:

iqac.nmvk@gmail.com

1.3 **NAAC Track ID**
   (For ex. MHCOGN 18879)

14732

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/64/RAR/16

1.5 Website address:

www.nabiramahavidyalayakatol.org

Web-link of the AQAR:

www.nabiramahavidyalayakatol.com/IQAC/AQAR

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

1.6 Accreditation Details

Sr. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B +	78	2004	02/05/2009
2	2nd Cycle	B	2.71	2013	07/07/2018
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :

16/03/2005

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

   i. AQAR – 2013-14   (29/08/2017)
   ii. AQAR- 2014-15   (29/08/2017)
   iii. AQAR_____ _____ (DD/MM/YYYY)
   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 [ ]

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) | . Diploma in Yoga Teaching |

1.11 Name of the Affiliating University *(for the Colleges)* | Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur. |

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   **NIL** | -- | DST-FIST | -- |

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

UGC-COP Programmes | -- |

2. IQAC Composition and Activities

2.1 No. of Teachers ⟶ 06

2.2 No. of Administrative/Technical staff ⟶ 01

2.3 No. of students ⟶ --

2.4 No. of Management representatives ⟶ 01

2.5 No. of Alumni ⟶ 01

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 ⟶ 09

2.10 No. of IQAC meetings held ⟶ 02

2.11 No. of meetings with various stakeholders: No. 02   Faculty 01

Non-Teaching Staff Students 01   Alumni 00   Others 00

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

If yes, mention the amount   Nil

2.13 Seminars and Conferences (only quality related)

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

Total Nos. 00   International --   National --   State --   Institution Level --

(ii) Themes --

2.14 Significant Activities and contributions made by IQAC

> 1. Implementation of regular unit test to improve the result.
>
> 2. Organization of Guest Lectures
>
> 3. Extension of games and sports (Yoga Bhawan) got completed.
>
> 4. Up-gradation in infrastructure facilities.
>
> 5. Proposals for additional section/courses.
>
> 6. Up-gradation of Laboratories to meet the requirement of students.
>
> 7. Extension of Broad Band internet facility to needy departments.

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. IQAC proposes to implement unit test on regular basis to improve the result.	Implemented
2. Apart from the regular classes departments should organize guest lectures on various academic and current issues.	Implemented
3. IQAC proposes to Celebrate International Yoga Day	Implemented
4. It also proposes apply for additional section/courses.	Executed
5. IQAC proposes to upgrade laboratories.	Implemented
6. It proposes to upgrade infrastructure facilities.	Plan proposed
7. It also proposes to extend Broadband facility to needy departments.	Implemented
8. Organisaton of Swachhata Abhiyan at college level.	Implemented
9. Career Counseling Programme to be organized	Implemented

(Academic Calendar -Annexure :2.15)

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 Management approved the major suggestions of IQAC and necessary action were initiated to ensure quality measures

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	Nil	Nil	Nil	Nil
PG	07	Nil	06	Nil
UG	08	Nil	05	Nil
PG Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	Nil	Nil	Nil	Nil
Others	01	Nil	01	Nil
Total	16	Nil	12	Nil

Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

(Refer Annexure 1.1)

1.2   (i) Flexibility of the Curriculum: CBS/Core/Elective option
      (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	11
Trimester	--
Annual	05

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

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

(Refer Annexure-1.3)

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

> Semester system introduced by university in Science faculty the revised syllabus has been implemented in B.Sc. Sem- V and Sem- VI

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
33	20	12	--	01

(Refer Annexure 2.1)

2.2 No. of permanent faculty with Ph.D.

26

(Refer Annexure 2.2)

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
00	**09**	**00**	**01**	**00**	**00**	**00**	**00**	**00**	**10**

(Refer Annexure 2.3)

2.4 No. of Guest and Visiting faculty and Temporary faculty   Nil   Nil   42

(Refer Annexure 2.4)

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	20	06
Presented papers	05	18	03
Resource Persons	00	00	00

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

> 1. Simulation and animation- "Circuit maker" Software is used in Electronics Lab.
> 2. Models and posters are made for practical purposes in Physics, Chemistry, Microbiology, Biotech and Zoology.
> 3. Use of modern teaching aids and tools like Smart Boards, computers, L.C.D. projectors, audio-visual cassettes and CDs, Internet etc.
> 4. Organization of student Seminars.
> 5. Installation of Classroom Mike and Speakers.
> 6. Group Discussion.
> 7. Upgradation of Science laboratories as per the changes in syllabi.
> 8. Faculty wise Best Student Award.

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

192

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

Unit test, Terminal Examination

2.9 No. of faculty members involved in curriculum
     restructuring/revision/syllabus development

02	00	00

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

79%

2.11 Course/ Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A. III	118	--	09.75	56.09	34.14	34.75
B.Com. III (Mar)	81	--	19.04	77.77	03.17	77.77
B.Com. III (Eng)	89	--	17.56	74.32	8.10	83.15
B.Sc. III	57	4.54	40.90	29.54	25.00	77.19
B.B.A. III	61	1.85	94.44	3.70	--	88.52
M.Com. Final	67	2.32	39.53	6.97	51.16	64.18
M.B.A. Final	44	44.44	44.44	11.11	--	40.90
M.Sc. Maths Final	06	--	--	--	--	00
M.A. History Final	07	--	80.00	20.00	--	71.42

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

1. Teachers are asked to submit Teaching plan for the academic session.

2. Teachers are asked to complete the prescribed courses. They are inspired to engage extra classes for the purpose.

3. It is mandatory for all teachers to write work diary regularly.

4. Teachers are encouraged to use modern teaching aids and tools like PPT, smart board, computers and internet.
5. They are motivated to hold group discussion and student seminar.

6. Teachers are encouraged to take regular unit tests and terminal examination.
7. Departments are motivated to organize guest lectures.

8. Departments are encouraged to organize Educational Tours.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	03
UGC – Faculty Improvement Programme	00
HRD programmes	02
Orientation programmes	03
Faculty exchange programme	00
Staff training conducted by the university	06
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	03
Others	--

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	22	05	00	00
Technical Staff	18	03	00	00
Self finance course				
Administrative Staff	06	00	01	00
Technical Staff	04	00	00	00

(Refer Annexure 2.14)

Criterion – III

3. Research, Consultancy and Extension

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

> With an objective to promote Research climate, there is one Research and Development Committee in our institution, headed by the Principal. The composition of the committee is as under:
>
> 1. Dr. M.R. Patil   - Chairman
>
> 2. Dr. A.D.Borkar   - Coordinator
>
> 3. Dr. S.A. Sonegaonkar   - Member
>
> 4. Dr. P.W. Yawalkar   - Member
>
> 5. Dr. A. A. Jiwani   - Member
>
> The committee primarily motivates faculties to undertake the research work by holding meetings.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		02	02	00
Outlay in Rs. Lakhs		283467	2692600	00

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	00	00
Outlay in Rs. Lakhs	00	00	00	00

3.4   Details on research publications

	International	National	Others
Peer Review Journals	09	03	00
Non-Peer Review Journals	00	00	00
e-Journals	00	00	00
Conference proceedings	03	01	00

3.5 Details on Impact factor of publications:

Range [1-5]   Average [4.8]   h-index [   ]   Nos. in SCOPUS [   ]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects (2013-2017)	2 (year duration)	UGC	2692600	1346200
Minor Projects	00	00	00	00
Interdisciplinary Projects	00	00	00	00
Industry sponsored	00	00	00	00
Projects sponsored by the University/ College	00	00	00	00
Students research projects *(other than compulsory by the University)*	00	00	00	00
Any other(Specify)	00	00	00	00
Total	**2**	**UGC**	**2692600**	**1346200**

3.7 No. of books published   i) With ISBN No.   `11`   Chapters in Edited Books   `02`

ii) Without ISBN No.   `01`

3.8 No. of University Departments receiving funds from : **NIL**

UGC-SAP [ ]   CAS [ ]   DST-FIST [ ]

DPE [ ]   DBT Scheme/funds [ ]

3.9 For colleges **NIL**   Autonomy [ ]   CPE [ ]   DBT Star Scheme [ ]

INSPIRE [ ]   CE [ ]   Any Other (specify) [ ]

3.10 Revenue generated through consultancy   **NIL**

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	--	01	--	--	--
Sponsoring agencies	--	--	--	--	--

3.12 No. of faculty served as experts, chairpersons or resource persons   `03`

3.13 No. of collaborations   International `00`   National `00`   Any other   `12`

3.14 No. of linkages created during this year   `Nil`

3.15 Total budget for research for current year in lakhs :

From Funding agency | 4,49,467/- | From Management of University/College | 00

Total | 4,49,467/-

3.16 No. of patents received this year :   **NIL**

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 : **NIL**

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution who are Ph. D. Guides | 08

and students registered under them | 15

(Refer Annexure 3.18)

3.19 No. of Ph.D. awarded by faculty from the Institution | 04

(Refer Annexure 3.19)

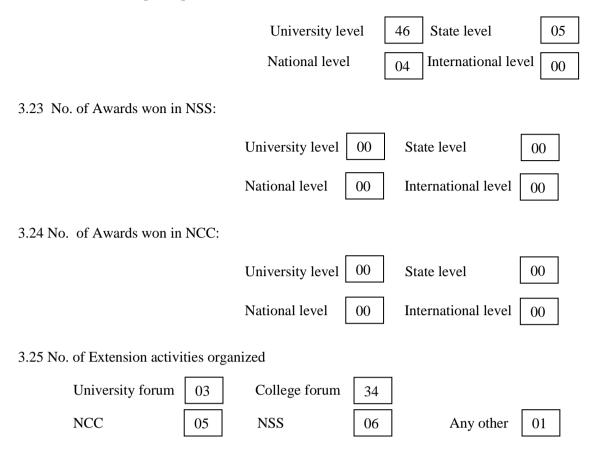3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF | | SRF | | Project Fellows | 02 | Any other |

3.21 No. of students Participated in NSS events:

University level | 04 | State level | 00

National level | 00 | International level | 00

3.22 No. of students participated in NCC events:

University level | 46 | State level | 05
National level | 04 | International level | 00

3.23 No. of Awards won in NSS:

University level | 00 | State level | 00
National level | 00 | International level | 00

3.24 No. of Awards won in NCC:

University level | 00 | State level | 00
National level | 00 | International level | 00

3.25 No. of Extension activities organized

University forum | 03 | College forum | 34
NCC | 05 | NSS | 06 | Any other | 01

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

- Yoga Practice Camp for school students- NCC
- International Yoga Day Celebration- Games and Sports/NCC
- Inter Collegiate 'Kabadi'spardha – Games and Sports Dept.
- Swachhata Abhiyan and Tree Plantaion – NSS
- Inter-Collegiate Cultural Event –MBA
- Blood Donation Programme – NCC
- A Survey work of non-school going students – NSS
- Yoga and Pranayam Camp - Games and Sports Dept
- Visit of Swami Balkrishna Maharaj - Games and Sports Dept.
- Couching Camp for AIU tournament (Men/women) – Sports
- Training & Placement - 'Understanding Industry Sector' – MBA
- 03 Educational/Industrial tours have been organized.
- 03 Guest Lectures on various social issues.
- Career Counselling Programme
- Swachhta Abhiyan

(Refer Annexure 3.26)

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	2248 sq. meter	--	SPM	2248 sq. meter
Class rooms	24	--	UGC/SPM	24
Laboratories	09	--	UGC/SPM	09
Seminar Halls	02	--	UGC	02
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	624	35	College	659
Value of the equipment purchased during the year (Rs. in Lakhs)	19.7 Lakh	2.2 Lakh	College	21.9 Lakh
Others : 1. Yoga Bhavan:(consisting one Yoga Hall and three rooms for yoga theory classes and administrative work)	--	01	SPM	01

4.2 Computerization of administration and library

Yes, computerization is done through CMS and LIB-MAN software installed in office and library respectively which are applicable for computerization.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	26,127	28,39,155	604	1,51,386	26,731	29,90,541
Reference Books	6,278	8,15,271	102	4,707	6,380	8,19,978
e-Books	N-LIST Subscribed	5,000	N-LIST Subscribed	5,000	N-LIST Subscribed	5,000
Journals Subscribed	31	47,675	---	----	31	47,675
e-Journals	3+N-LIST Subscribed	11,000	3+N-LIST Subscribed	11,000	3+N-LIST Subscribed	11,000
Digital Database	---	---	---	---	---	---
CD & Video	115	Free	---	---	115	Free
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centers	Computer Centers	Office	Departments	Others
Existing	295	02	180	04	02	03	11	--
Added	05	--	01	--	--	--	--	--
Total	300	02	181	04	02	03	11	--

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

There is a "Computer literacy center" in the college which gives the training of MSCIT and Internet access training to the students every year .

4.6 Amount spent on maintenance in lakhs :

 i)   ICT   1.78

 ii)   Campus Infrastructure and facilities   3.96

 iii)   Equipments   0.16

 iv)   Others   --

      Total :   5.90

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Formation of various Committees and Cells for Student Support Services.
- Principal's Address for all first year students
- Alumni activities are supported by IQAC.
- Organized Parent Teacher meet.

5.2 Efforts made by the institution for tracking the progression

- Feedback Forms are taken from outgoing final year students.
- Counseling facility is provided to students for further education and career.
- University Results of students are analyzed for further scope for improvement.
- Unit Tests and Term Examinations are conducted.
- Suggestion and Complaint box is provided for students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1800	286	Nil	Nil

(b) No. of students outside the state

04

(c) No. of international students

Nil

Men
No	%
735	35.23

Women
No	%
1351	64.77

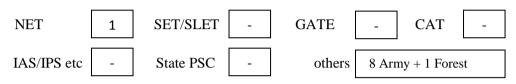| Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
190	263	110	1310	Nil	2028	142	262	117	1348	04	2086

Demand ratio   1:1.6   Dropout % 06

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

- Organized guest lectures of eminent persons on competitive exams.
- Large number of Reference as well as competitive examination books are made available in the library for students.

No. of students beneficiaries | 450 +

5.5 No. of students qualified in these examinations

NET | 1 | SET/SLET | - | GATE | - | CAT | -

IAS/IPS etc | - | State PSC | - | others | 8 Army + 1 Forest

5.6 Details of student counseling and career guidance

Various departments have taken all round initiatives with reference to career counseling and Career guidance for students. Few of them are enlisted below:

- Orientation Programme *Agaaz* was organized for New Batch of Students
- A Guest lecture on Mutual Fund Awareness was conducted for undergraduate students.
- Career Counseling Programme organized by BBA Department.
- Miss Daga a young Chartered Accountant guided students on "Why and How to Focus on Career" after Post Graduation.
- "Express Yourself" a workshop was conducted for First year PG Students so that they can perform better in Interviews
- Training & Placement Cell organized a Session on 'Understanding Industry Sector' to make students familiar with various industries and opportunities.
- Workshop on Employability Enhancement was conducted to make students more Employable.
- Guest Lecture on 'Expectation of Corporate World' was conducted by Mr. Hande, an experienced Industrial consultant.
- Shri Chauhan, PSI, has delivered Guest Lecture on Employment Opportunities.

No. of students benefitted | 600+ Students

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	10	07	21

5.8 Details of gender sensitization programmes

- Celebration of International Women's Day (which includes Lectures and interaction by invited eminent personalities)
- Guest Lecture for girls students by Dr. Prajakta Band, Gynecologist.

5.9 Students Activities

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

State/ University level   91   National level   20   International level   -

No. of students participated in cultural events

State/ University level   09   National level   -   International level   -

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

Sports : State/ University level   58   National level   -   International level   -

Cultural: State/ University level   03   National level   -   International level   -

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	2,568	1,06,08,157
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11   Student organized / 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: NIL

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision :

      Nabira Mahavidyalaya, Katol commits to ensure all round development of students' personality, awaken in them the light of knowledge by dispelling the darkness of ignorance, helps them become self reliant and moulds them into better persons physically, socially and ethically.

Mission Statement:

    i.   To stimulate the academic atmosphere to enhance the quality of teaching-learning and research by using modern modes of education,

    ii.   To introduce new programmes keeping the current and changing needs of students and society,

    iii.   To help students become self reliant,

    iv.   To offer opportunities to grow educationally and ethically, and

    v.   To uplift economically weaker and oppressed class in rural area.

6.2 Does the Institution has a management Information System

      Institute has well supported Management Information System. It accesses information through Heads of each Department, coordinators of various departments, Local Management Committee and Students' Council etc. Institute uses MIS in decision making at various administrative and management levels.

      Institute also utilizes feedback from students, parents and alumni.

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

    6.3.1 Curriculum Development

      Nabira Mahavidyalaya, Katol is affiliated to RTM Nagpur University, Nagpur and follows the University syllabi for Undergraduate and Postgraduate programmes.
      Our faculties are members on University BOS and thus contribute in curriculum development.

6.3.2 Teaching and Learning

- Use of modern teaching aids.
- Remedial Coaching.
- Guest lecture of eminent faculties.
- Assignments and Projects.

6.3.3 Examination and Evaluation

- Final / Semester end theory & practical examination conducted by University.
- Internal Assessment as per University guidelines.
- Unit tests and Term examinations.

6.3.4 Research and Development

- Major & Minor Research Projects.
- Faculty members got registered for Ph.D.
- Research Supervisors guiding research scholars.
- Faculty members published research papers and academic books.
- Faculty members attend workshops, conferences and seminars.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Well maintained reading room for students.
- Separate reading room and computer facility for staff and students.
- Subscription of hundreds of e-Journals
- Availability of departmental libraries as per need of Students and staff
- Library is equipped with OPAC.
- Library using LIBMAN software to track record of books issued to students.
- Regular maintenance of infrastructure and planned to build new classrooms.
- Regular up gradation of technology.

6.3.6 Human Resource Management

- Achievement of Staff Members are published in College Magazines and Reports
- Staff members are felicitated for their achievements.
- Faculty members are encouraged to undergo for Refresher and Orientation Programmes.
- Faculty members are encouraged to attend Workshops, Seminars and Conferences.

6.3.7 Faculty and Staff recruitment

- Recruitment of regular faculty and staff members are carried out as per government regulations.

- Ad-hoc and Contributory teachers are appointed as per need by Managing Council of the institute.

6.3.8 Industry Interaction / Collaboration

Institute has entered into various MOU's with various Institutes, Agencies and Societies.

6.3.9 Admission of Students

Admission process is carried out strictly on merit basis, considering the government reservation norms.

6.4 Welfare schemes for

Teaching	Staff Quarters, Credit Society, Sports and Recreational Activities, Subsidized Canteen facility.
Non teaching	Credit Society, Sports and Recreational Activities, Subsidized Canteen facility.
Students	Learn with Earn scheme. Free Medical check-up for all students. Book bank scheme. Subsidized Canteen facility.

6.5 Total corpus fund generated   =

6.6 Whether annual financial audit has been done   Yes √ No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	University	Yes	IQAC/Principal
Administrative	Yes	J.D. Office	Yes	Principal/SPM

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?

Being an affiliated College to RTM Nagpur University, our institute abides by all reforms initiated by University. University has introduced Electronic system to facilitate all affiliated colleges for examination reforms such as examination forms, examination time table, question papers, result declaration, etc., which are executed online.

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

--

6.11 Activities and support from the Alumni Association

Our institute is in good connectivity with our Alumni. Feedback from Alumni is utilised for overall development of Institute. Former students are called for interaction with current students..

6.12 Activities and support from the Parent – Teacher Association

Parent Teacher meets are organised regularly. Interaction is used as feedback for future improvement.

6.13 Development programmes for support staff

Fully operational Employee Credit Cooperative Society

Computer Training Programme.

Recreational Activities for staff

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

Lush Green Campus.

Dedicated Space for Garden.

Regular Plantation Drive.

Drip irrigation for trees.

Clean and maintained campus and classrooms.

Dustbins are placed all around the campus.

Waste management is done properly.

Municipal Council helps in garbage management.

No sound pollution and air pollution in campus.

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.

- Best students of each faculty and best student of the college are felicitated and rewarded
- Construction of new building at science block started
- Extra classes for important subjects viz. numeric and English and for slow learners
- Faculty motivated to hold students' seminar in respective departments
- Career Guidance Cell with focus upon banking and management entrance exams

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

- 07 proposals of Minor Research Project submitted to UGC
- Various workshops on career counseling, mutual fund awareness drives, educational tour to Bombay Stock Exchange, etc.
- Construction of Yog Bhavan completed
- Activities to protect the environment conducted viz. tree plantation drive, go green initiatives, exhibitions and competitions, etc.
- Inter college cultural program hosted by college

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

- "Earning with Learning" Scheme
- "Computer Literacy Program"

(Refer Annexure : 7.3)

7.4 Contribution to environmental awareness / protection

- Plantation drive at entire campus
- "Best out of Waste" Competition and exhibition thereon
- Celebration of World Environment Day
- Display of placards "No Plastic Zone"
- Active participation in "Swachh Bharat Abhiyaan"

7.5 Whether environmental audit was conducted?   Yes [   ]   No [√]

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

Strength:

- We get better students though we are in rural area.
- Majority of our staff members are senior and we are facilitated to harvest their matured knowledge for our students.
- Very good infrastructure, facilities with lush green campus.
- Noteworthy regular achievements by Sports Department.
- Separate building for central library apart from departmental libraries.
- Continuous up gradation of infrastructure as per growing requirements.

Weakness:

- Dependency of students upon agriculture to pay fees.
- Best students of our town shift to Nagpur
- Poor transport facilities affecting our schedule of teaching
- Limited opportunities for students at our town

Opportunities:

- Opportunity to cater to real rural India and help in nation development.
- Research based upon agriculture can be promoted.
- Host FDPs / Conferences for teaching fraternity of nearby areas.
- Employment oriented certificate courses can be started.
- Huge number of students could be converted into workforce for employers if they are industry ready.

Challenges:

- To develop skills of students who are from rural background.
- To motivate students to appear for competitive examinations.
- To renovate infrastructure which has become old
- To inculcate further values among the students
- Results of the students are not as per our expectations

8. **Plans of institution for next year**

- Pursuance for appointment of teaching and non teaching staff against vacant posts

- Four storied state of art 'Science Building' proposed to be completed in stipulated time.

- Up gradation of laboratories

- Proposals for new courses.

- Proposals for increment in intake capacity for some classes.

- Orientation Programme for new comers.

- Organisation of Study Tours.

Name: **Dr. A.B. Sharma**   *Name:* **Dr. R.S. Satokar**

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

ANNEXURES

Part A

Annexure 2.15 : Academic Calender

Month	Date	Event
June	15-06-15 -- -- 21-06-15	• Commencement of Academic Session 2015-16. • Admission Process for various classes. • Appointment of Contributory Teachers for vacant posts. • International Yoga Day celebration.
July	01-07-15 -- -- -- --	• Commencement of Regular Classes of Odd semesters. • Principal's Address. • Enrollment of Students in NCC, NSS, etc. • Swachhata Abhiyan. • Guest Lectures.
August	-- 15-08-15 -- -- --	• First Unit Test. • Independence Day Celebration. • Guest Lectures. • Blood Donation Camp. • Tree Plantation.
September	05-09-15 -- -- --	• Teachers' Day Celebration. • Second Unit Test. • Guest Lectures. • Semester End Viva-Voce (Internal Assessment)
October	02-10-15 -- 31-10-15 --	• Celebration of Gandhi Jayanti. • Swachhata Abhiyan. • National Seminar – Biotechnology. • University Examinations.
November	-- 26-11-15	• University Examinations. • Celebration of Constitution Day.
Winter Vacation 09-11-2015 to 08-12-2015		
December	09-12-15 -- -- -- --	• Commencement of Regular Classes of Even semesters. • Educational Tours. • Guest Lectures. • College Day Celebration • NSS, NCC Camps • Parent Teacher Meet • Organization of Cultural Events
January	12-01-16 -- -- --	• Late. Shri Bhikulalji Nabira Birth Anniversary (Chief Donor) • First Unit Test. • Guest Lectures. • Educational Visits

	26-01-16	• Swachhata Abhiyan. • Republic Day Celebration • Organization of Cultural Events
February	05-02-16 -- -- -- -- --	• Late. Shri Bhikulalji Nabira Death Anniversary (Chief Donor) • Second Unit Test. • Guest Lectures on Career Counseling • Campus Placement • Yoga Camp • College Test Examination
March	-- -- --	• Semester End Viva-Voce (Internal Assessment) • Feedback from final year students • University Examinations
April	--	• University Examinations
May	01-05-16	• Celebration of Maharashtra Day

Part B

Annexure 1.1 : Details about Academic Programmes

Sr. No.	Level of Program	Name of the Program / Course	Total
1.	Under Graduate	B.A.	08
		B. Com.(Marathi)	
		B. Com. (English)*	
		B.B.A. *	
		B. Sc.	
		B. Sc. Computer Science*	
		B. Sc. Microbiology*	
		B. Sc. Biotechnology*	
2.	Post Graduate	M. Com. Marathi	07
		M.B.A.*	
		M.A. History*	
		M.A. Marathi*	
		M. Sc. Chemistry*	
		M. Sc. Maths*	
		M.Sc. Microbiology*	
3.	Diploma	Diploma in Yoga Teaching*	01
	Grand Total		**16**

* Self finance course.

Part B

Annexure 1.3 : Feedback from stakeholders

College takes feedback from final year Students; at the time of examination hall ticket distribution, Parents; in Parents' Teachers Meet, and Alumni in Alumni Meetings, in prescribed format. All collected feedback forms are discussed in detail in IQAC Meeting, and suggestions for improvement (if any) are given to concerned teachers or Non-teaching staff. Words of appreciation is also imparted to staff members.

Part B

Annexure 2.1: Total No. of permanent faculty

Sr. No.	Name of Employee	Designation
	NMV	
1	Dr. M.R. Patil	Principal (Associate Prof.)
2	Dr. S.A. Sonegaonkar	Associate Prof.
3	Dr. A.B. Sharma	Associate Prof.
4	Dr. P.W. Yawalkar	Associate Prof.
5	Dr. P.K. Tiwari	Associate Prof.
6	Shri S.G. Deshmukh	Associate Prof.
7	Dr. A.D. Borkar	Associate Prof.
8	Dr. Ku. R.B. Ghatole	Associate Prof.
9	Dr. S.K. Navin	Associate Prof.
10	Dr. R.R.Pathak	Associate Prof.
11	Dr. P.V. Salame	Assistant Prof.
12	Dr. V.K. Bagwale	Associate Prof.
13	Dr. R.R. Dhote	Assistant Prof.
14	Dr. T.L. Jagdale	Assistant Prof.
15	Dr. B.P. Walondre	Assistant Prof.
16	Dr. R.K. Ingole	Librarian
17	Shri N.T. Katre	Assistant Prof.
18	Ku. D.D. Ghagargunde	Assistant Prof.
19	Shri G.K. Khorgade	Assistant Prof.
20	Dr. R.G. Gongale	Assistant Prof.
21	Shri I.H. Dhadade	Assistant Prof.
22	Dr. V.R. Ruikar	Assistant Prof.
23	Shri N.V. Gandhare	Assistant Prof.
24	Dr. V.G. Barsagade	Assistant Prof.
25	Dr. T.S. Khedkar	Assistant Prof.
26	Dr. P.N. Raut	Assistant Prof.
27	Shri M.S. Jadhao	Assistant Prof.
28	Dr. H.B. Hirulkar	Assistant Prof.
	MBA	
29	Dr. H.L. Vaswani	Associate Prof. / HOD
30	Dr. A.S. Daware	Assistant Prof.
31	Dr. A.S. Charde	Assistant Prof.
32	Dr. P.S. Mahajan	Assistant Prof.
33	Dr. A.A. Jiwani	Assistant Prof.

Part B

Annexure 2.2 : Permanent Faculty with Ph.D.

Sr. No.	Name of Employee
NMV	
1	Dr. M.R. Patil
2	Dr. S.A. Sonegaonkar
3	Dr. A.B. Sharma
4	Dr. P. K. Tiwari
5	Dr. P.W. Yawalkar
6	Dr. A.D. Borkar
7	Dr. Ku. R.B. Ghatole
8	Dr. S.K. Navin
9	Dr. R. R. Pathak
10	Dr. P.V. Salame
11	Dr. V.K. Bagwale
12	Dr. R.R. Dhote
13	Dr. T.L. Jagdale
14	Dr. B.P. Walondre
15	Dr. R.K. Ingole
16	Dr. R.G. Gongale
17	Dr. V.R. Ruikar
18	Dr. V.G. Barsagade
19	Dr. T.S. Khedkar
20	Dr. P.N. Raut
Microbiology	
21	Dr. N.B. Hirulkar
MBA	
22	Dr. H.L. Waswani
23	Dr. P.S. Mahajan
24	Dr. A.S. Charde
25	Dr. A.S. Daware
26	Dr. A. A. Jiwani

Part B

Annexure 2.3: <u>Faculty Positions Recruited (R) and Vacant (V) during the year</u>

	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
NMV	00	08	00	00	00	00	00	00	00	08
MBA	00	01	00	01	00	00	00	00	00	02
Total	00	09	00	01	00	00	00	00	00	10

Part B

Annexure 2.4: <u>No. of Guest and Visiting faculty and Temporary faculty</u>

Sr. No.	Name of Employee	Dep. / Subject
1	Mrs. A.S. Chandak	B/T
2	Ku.D.M. Ridhorkar	B/T
3	Ku. M.R. Meshram	Comp.Sc.
4	Shri S.R. Gakhare	Comp.Sc.
5	Ku. K.R. Sonare	Electronics
6	Ku. M.R. Barde	Electronics
7	Ku. P. N. Gandhi	Electronics
8	Shri V.D. Madankar	Chemistry
9	Shri M. M. Yeole	Chemistry
10	Ku. D.D. Dhok	Botany
11	Ku. K.V. Bhambhurkar	Botany
12	Ku. J.N. Parmar	Zoology
13	Ku. S.B. Kinkar	Zoology
14	Ku. A. N. Sonawane	Zoology
15	Ku.S.G. Jiwani	M.Sc. Maths
16	Shri P. R. Lohi	M.Sc. Maths
17	Shri S.K. Jogewar	English
18	Ku. P.U. Bhanak	Marathi
19	Shri U.N. Niswade	Marathi
20	Shri V.V. Tembhe	Political Sc.
21	Shri H.Y. Kinkar	Political Sc.
22	Shri V. T. Kadu	Political Sc.
23	Ku. A. K. Mantri	Economics
24	Shri M.S. Nabira	B.Com. Eng.
25	Mrs. S.D. Dangra	B.Com. Eng.
26	Ku. S.D. Chandak	B.Com. Eng.
27	Ku. K.R. Nabira	B.Com. Eng.
28	Shri S. P. Kothe	B.Com. Eng.
29	Ku. L. A. Prajapati	B.Com. Eng.
30	Shri S.S. Barange	M.A. History
31	Shri S.B. Behaniya	M.A. History
32	Shri V.B. Pharkade	M.A. History
33	Shri M.R. Dodake	M.A. History
34	Shri Shishir Kalambe	M.A. History
35	Ku. J.M. Patil	MBA
36	Ku. M.N. Musale	BBA
37	Shri Jitendra Alone	BBA
38	Ku. P.H. Dubey	BBA
39	Shri Pravin Rewatkar	BBA
40	Shri H. A. Kawadkar	BBA
41	Ku. P. M. Chhipane	BBA
42	Ku. K. P. Kewate	BBA
Total		**42**

Part B

Annexure 2.14 : <u>Details of Administrative and Technical staff</u>

(Grant-in-aid)

Category	Number of Permanent Employees				Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
	2014-15	Retd	R	Total			
Administrative Staff	22	00	00	22	05	00	00
Technical Staff	18	00	00	18	03	00	00
	40	00	00	40	08	00	00

(Self Finance)

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
MBA				
Administrative Staff	05	00	01	00
Technical Staff	01	00	00	00
CS/Micro/BT				
Administrative Staff	01	00	00	00
Technical Staff	03	00	00	00
Total				
Administrative Staff	06	00	01	00
Technical Staff	04	00	00	00

List of Administrative and Technical staff

Administrative Staff (Grant-in-Aid)

S. N.	Name of Employee	Desiganation
1.	Shri R. K. Dhurve	Head Clerk
2.	Shri V. A. Chavan	Jr. Clerk
3.	Shri P. S. Deshbhratar	Jr. Clerk
4.	Shri K. D. Gawande	Jr. Clerk
5.	Shri B. A. Kale	Jr. Clerk
6.	Shri R. M. Bhoyar	Steno
7.	Ku. S. M. Pawar	Typist
8.	Shri S. J. Deshmukh	Asst. Librarian
9.	Ku. V. H. Patil	Library Clerk
10.	Shri P. D. Charde	Library Attendant
11.	Shri K. M. Uikey	Library Attendant
12.	Shri M. K. Belkhede	Library Attendant
13.	Shri S. N. Somkuwar	Library Attendant
14.	Shri R. K. Barai	Library Attendant
15.	Ku. S. S. Kakade	Peon
16.	Smt. R. H. Kale	Peon
17.	Shri S. D. Kadu	Peon
18.	Shri R. T. Kawate	Peon
19.	Shri P. C. Talghare	Peon
20.	Shri J. A. Ansari	Peon
21.	Shri D. B. Sarwan	Sweeper
22.	Shri K. K. Rane	Sweeper
	Total	**22**

Technical Staff (Grant-in-Aid)

S. N.	Name of Employee	Desiganation
1.	Shri S. G. Hanwate	Lab. Assistant
2.	Shri S. S. Deshmukh	Lab. Assistant
3.	Shri B. M. Tijare	Lab. Attendant
4.	Shri D. N. Walke	Lab. Attendant
5.	Shri A. P. Patil	Lab. Attendant
6.	Shri S. V. Wanjari	Lab. Attendant
7.	Shri S. B. Ramavat	Lab. Attendant
8.	Shri C. N. Dhawad	Lab. Attendant
9.	Shri M. B. Shambharkar	Lab. Attendant
10.	Ku. M. M. Parteti	Lab. Attendant
11.	Shri S. S. Mendhe	Lab. Attendant
12.	Shri N. N. Mathure	Lab. Attendant
13.	Shri P. M. Bawane	Lab. Attendant
14.	Smt. R. M. Parmal	Lab. Attendant
15.	Shri L. S. Wankhede	Lab. Attendant
16.	Ku. P. P. Paliwal	Lab. Attendant
17.	Shri J. K. Nagdeve	Lab. Attendant
18.	Shri V. B. Virkhare	Lab. Attendant
	Total	**18**

Administrative Staff (Self Finance Course)

S. N.	Name of Employee	Desiganation
1.	Shri P. D. Nabira	Estate Officer
2.	Shri. M. D. Sherkar	Clerk
3.	Shri S. M. Umbarkar	Librarian
4.	Shri R N. Dhawad	Peon
5.	Shri J. G. Dhawad	Peon
6.	Shri K. A. Mankar	Peon
	Total	**06**

Technical Staff (Self Finance Course)

S. N.	Name of Employee	Desiganation
1.	Shri S. C. Deoghare	Computer Clerk
2.	Shri C. C. Dongre	Lab. Attendant
3.	Shri V. S. Wanjari	Lab. Attendant
4.	Shri Y. D. Wakode	Lab. Attendant
	Total	**04**

Part B

Annexure 3.18 :

Sr. No.	Name of Faculty	Department
1	Dr. S.A. Sonegaonkar	Commerce
2	Dr. A.D. Borkar	Chemistry
3	Dr. Ku. R.B. Ghatole	Marathi
4	Dr. S.K. Navin	English
5	Dr. R.R. Dhote	History
6	Dr. V.K. Bagwale	Economics
7	Dr. T.S. Khedkar	Zoology
8	Dr. R. K. Ingole	Library Science

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

Sr. No.	Name of Student	Department
1	Dr. Maroti R.Wagh, Kamptee	English
2	Dr. Yogesh M.Sarode, Thugaondeo	English
3	Dr. Adil A.Jiwani, Katol	Commerce
4	Dr. Bhavesh M. Jasani, Gondia	Commerce

Part B

Annexure - 3.26 : Extension activities organized

S.N.	Date	Events
1	01-06-15 to 20-06-15	Yoga Practice Camp for school students- NCC
2	21-06-15	International Yoga Day Celebration- Games and Sports/NCC
3	18-07-15	"Aashadhashya Pratham Divase" Poetry Recitation Programme - Marathi Dept
4	14-08-15	Swachhata Abhiyan - BBA
5	15-08-15	Flag Hosting and March Past on Independence Day - NCC
6	22-08-15	Orientation Programme for New Batch - *Agaaz* -MBA
7	05-09-15	Teachers' Day Celebration - BBA
8	08-09-15	Guest lecuter on 'Mutual Fund Awareness' - BBA
9	11-09-15	Guest Lecture by Waikhari Pathak - BBA
10	14-09-15	Workshop for Acting - Cultural Dept.
11	20-09-15	Swachhata Abhiyan - NSS
12	20-09-15	Establishment of Population Education Committee
13	24-09-15	Career Counseling Programme - BBA
14	26-09-15	Workshop for students - MBA
15	28-09-15	Celebration of BBA Day - BBA
16	02-10-15	Swachhata Abhiyan by NSS
17	07-10-15 to 08-10-15	Inter Collegiate 'Kabadi'spardha – Games and Sports Dept.
18	11-10-15	Swachhata Abhiyan and Tree Plantaion - NSS
19	17-10-15	Guest Lecute by Miss Daga - "Why and How to Focus on Career" MBA
20	23-10-15	Mirja Express' a Poetry Recitation Programme - Cultural Dept.
21	27-10-15	Embroidery Competition - Home Eco.
22	28-10-15	Floral Rangoli Competition - Home Eco.
23	28-10-15	Bag Making Competition - Home Eco.
24	29-10-15	Cooking Competition - Home Eco.
25	30-10-15	Inter-Collegiate Cultural Event -MBA
26	31-10-15	National Seminar on "Role of Microbial Technology in Sustainable Agriculture : Challenges and Opportunities"- M/B
27	07-11-15	Blood Donation Programme - NCC
28	07-11-15	Guest Lecture for girls students - Dr. Prajakta Band
29	26-11-15	A Programme on 'Constitution Day' - NSS
30	17-12-15 to 23-12-15	"Lakhat Ek" - NSS
31	18-12-15	Debate Competition - Marathi Dept.
32	04-01-16	Essay Competition - Marathi Dept.

33	09-01-16 to 26-01-16	Industrial Tour NESTLE Co. Goa - MBA
34	09-01-16	Rangoli Cometition - Cultural Dept.
35	14-01-16	Guest Lecture on Employment by PSI Shri Chauhan - NCC
36	15-01-16 to 31-01-2016	A Survey work of non-school going students - NSS
37	15-01-16	Dance Competition - Cultural Dept.
38	16-01-16	Singing Competition - Cultural Dept.
39	17-01-16 to 24-01-16	Yoga and Pranayam Camp - Games and Sports Dept
40	21-01-16	Visit of Swami Balkrishna Maharaj - Games and Sports Dept.
41	26-01-17	Republic Day Celebration - NCC
42	21-01-16 to 27-01-16	Educational Tour to Bombay Stock Exchange - BBA
43	12-02-16 to 13-02-16	Workshop on Employability Enhancement - MBA
44	14-02-16	Couching Camp for AIU tournament (Men/women) - Sports
45	25-02-16	Industrial Visit at MIHAN & DINSHAW - MBA
46	02-03-16	A Programme on "Maratha Day" - Marathi Dept.
47	08-03-16	Celebration of International Women's Day - MBA
48	17-03-16	Campus Placement - MBA
49	29-03-16	Guest Lecture - ' Expectation of Corporate World ' Mr. Hande' - MBA
50	06-04-16	Workshop for students - Express Yourself - MBA
51	12-04-16	Training & Placement - 'Understanding Industry Sector' - MBA
52	01-05-16	Celebration of Maharashtra Day
53	2015-16	Earning with Learning

Annexure 7.3 : Two Best Practices of the institution in the format of NAAC Self-study Manuals

Best Practice (i)

Title of the Practice

"Earning with learning" Scheme

Goal

Financial support to needy skilled students

The Context

More than 80% of our students come from poor background. It is difficult for them to pay the fees even in grant-in-aid courses. Few skilled students with untapped talent is utilized by the college with a purpose to help them in continuing their education and even contribute something to their family.

The Practice

Awareness is created and students are informed by notices, announcements of teachers in classrooms, during admissions that few students can be accommodated in such schemes run by the college. Later the students contact the coordinator of the scheme who in turn selects the students and assigns him some work in consultation with the Principal.

Evidence of Success

Few such students can be interviewed who are currently doing PG in our own college. Such students could complete their education which otherwise could not have been possible.

The problems encountered and resources required

Identifying such students was a challenge. There were no resources required for the same.

Notes

Students worked for 230 hours and the total remuneration paid to them was Rs.4,600 @ Rs.20 per hour.

Contact Details

Dr. G.K. Khorgade

Coordinator

Best Practice (ii)

Title of the Practice

"Computer Literacy Program"

Goal

- To enhance an in-depth knowledge and interest in computer among students.
- To create ability in students to initiate a task and taking it to a meaningful conclusion.

The Context

In this modern era where everything is towards digitalization, we at this institution feel that our students are lacking behind on this front since most of them are from rural and financial weaker section. They need to be well versed with IT and hence this program exists. Though this program is not a part of the syllabus but still almost all the students are covered. A separate about 1200 sq. ft. with centralized air cooling having about 60 computers with printers and scanner is dedicated for this program. It has all the additional teaching aids required viz. white board, LCD projector, etc. along with internet connectivity.

The Practice

At the time of admission only, the student is required to enroll for this program. It is almost compulsory for all the students of UG/PG and junior college to join this program at a nominal fees of Rs. 500 per annum. Batches are formed separately for junior college and senior college and there are 60 students in each batch. The batches are formed in such a way so that the students' regular classes do not suffer. They will either report well in advance before the start of the college or after the college is over. Classes are held daily and the topics covered are MS Office 2007, HTML, TALLY, DTP (page maker, photo shop, coral draw). A certificate is awarded to all the successful candidates.

Evidence of Success

Out students can efficiently handle the basic functions of the computer and related hardware. They are more user friendly with the MS Office package viz. word, PPT and Excel. Some students do part time jobs at DTP operators, printing press, etc.

The problems encountered and resources required

At times we face hardship to convince few students who cannot even afford to pay Rs. 500/- to us. In such scenario we give them installments or arrange some kind of help or scholarship to them. To maintain and upgrade the computer lab, the amount received as fees is sufficient.

Notes

Syllabus is designed as per the requirement of subjective faculties e.g. for Art students MS-OFFICE, For Science students HTML, For Commerce Students TALLY, etc.

Computer Literacy Center is also used by Students, Teaching and Non-teaching staff members for Internet facility whenever required.

Contact Details

Prof. A.A.Khoja

Coordinator