BHARATIYA VIDYA MANDIR, AMRAVATI'S

BHARATIYA MAHAVIDYALAYA, MORSHI

DIST. AMRAVATI (M. S.)

ANNUAL QUALITY ASSURANCE REPORT
2013-14

Contents

The Annual Quality Assurance Report (AQAR) of the IQAC

2013-14

Part – A

1. Details of the Institution

1.1 Name of the Institution

> Bharatiya Mahavidyalaya, Morshi

1.2 Address Line 1

> Tq. Morshi

Address Line 2

> Dist. Amravati

City/Town

> Morshi

State

> Maharashtra

Pin Code

> 444905

Institution e-mail address

> bmv_morshi@rediffmail.com

Contact Nos.

> 07228-222242

Name of the Head of the Institution:

> G. S. Meshram

Tel. No. with STD Code:

> 07228-222242

Mobile:

> 9423609062

Name of the IQAC Co-ordinator:

> Dr. S. V. Topare

Mobile:

> 9096566572

IQAC e-mail address:

> bmv_morshi@rediffmail.com

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

> 6478

OR

1.4 **NAAC Executive Committee No. & Date:**

> EC/62/RAR/080 dated 05-01-2013

1.5 Website address:

> www.bmvmorshi.ac.in

Web-link of the AQAR:

> www.bmvmorshi.ac.in/NAAC/AQAR2013-14

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	C+	63.50	2004	2009
2	2nd Cycle	B	2.33	2012	2018
3	3rd Cycle	-	-	-	-
4	4th Cycle	-	-	-	-

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

> 14-07-2004

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 2011-12   submitted on 31-12-2012 (DD/MM/YYYY)
   ii. AQAR2012-13 submitted on 18-12-2013   (DD/MM/YYYY)

1.9 Institutional Status

University   State ☑   Central ☐   Deemed ☐   Private ☐

Affiliated College   Yes ☑   No ☐

Constituent College   Yes ☐   No ☑

Autonomous college of UGC   Yes ☐   No ☑

Regulatory Agency approved Institution   Yes ☐   No ☑

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

Type of Institution   Co-education ☑   Men ☐   Women ☐

                      Urban ☑   Rural ☐   Tribal ☐

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

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

1.10 Type of Faculty/Programme

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

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

Others   (Specify)   --

1.11 Name of the Affiliating University *(for the Colleges)*   Sant Gadgebaba Amravati University, Amravati (M. S.)

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

Autonomy by State/Central Govt. / University   -

University with Potential for Excellence   -   UGC-CPE   -

DST Star Scheme	-	UGC-CE	-
UGC-Special Assistance Programme	-	DST-FIST	-
UGC-Innovative PG programmes	-	Any other (*Specify*)	-
UGC-COP Programmes	03		

2. IQAC Composition and Activities

2.1 No. of Teachers $\qquad$ 5

2.2 No. of Administrative/Technical staff $\qquad$ 2

2.3 No. of students $\qquad$ 1

2.4 No. of Management representatives $\qquad$ 3

2.5 No. of Alumni $\qquad$ 1

2. 6 No. of any other stakeholder and

 community representatives $\qquad$ 1

2.7 No. of Employers/ Industrialists $\qquad$ 1

2.8 No. of other External Experts $\qquad$ 1

2.9 Total No. of members $\qquad$ 15

2.10 No. of IQAC meetings held $\qquad$ 4

2.11 No. of meetings with various stakeholders: No. 4   Faculty 1

 Non-Teaching Staff Students 1   Alumni 1   Others 1

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

 If yes, mention the amount $\qquad$ 300000

2.13 Seminars and Conferences (only quality related)

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

Total Nos. | 0 | International | 0 | National | 0 | State | 0 | Institution Level | 0

(ii) Themes | -- |

2.14 Significant Activities and contributions made by IQAC

1. Regular meetings are organized to assess the progress of the institution.

2. The staff members are encouraged to organize various events such as National Level Conferences and seminars and to participate in International conferences and seminars.

3. Proposals for starting new courses in the college are being discussed and are in the process of submission.

4. For the development of Teaching and learning process proposals for development grants to UGC are sent.

5. The use of ICT and audiovisual aids in teaching-learning is being encouraged.

6. It provides guidelines and suggestions for various activities & maintaining the quality of education within the institution.

7. IQAC act as a focal unit involved in coordinating various activities of the college along with the principal & other committees.

8. IQAC coordinates various academic activities, mainly teaching learning and evaluations.   In order to conduct Academic Audit, a Core Committee, comprising the Principal, IQAC Coordinator and senior staff members was constituted.

9. It suggests Examination reforms. These suggestions are being implemented.

10. Provides information about various latest developments and suggestions given by the NAAC to all the staff members.

11. It provides suggestions for starting new courses. The college has applied for Science stream at Undergraduate level.

12. It conducts Academic audit of the college and provides necessary suggestions.

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
1) To conduct regular meetings of IQAC.   2) To enrich Library services.   3) To motivate the teachers for academic activities.   4) To encourage the various departments to conduct invited talks by experts from respective fields.   5) Improvement of Teaching- learning.   6) Fortify student council.   7) Reinforcement of extension activities.   8) Preparation of AQAR.   9) Academic Audit of the college.

Attach the Academic Calendar of the year as Annexure.

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

Management ☑   Syndicate ☐   Any other body

Provide the details of the action taken

Actions taken
1) IQAC has conducted 4 meetings of IQAC in a year.   2) Library has purchased new textbooks, reference books, periodicals, journals.   3) The IQAC has encouraged teachers to apply for MRP. The proposals are submitted to UGC. The projects are yet to be sanctioned.   4) The guest lectures of eminent personalities are being conducted by various departments.   5) Extra classes are being conducted on holidays.   6) The activities of student council are being encouraged.   7) Various programs of extension activities are organized.   8) The NAAC steering committee has worked on it.   9) The academic audit of the college has been done by IQAC.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	02	01	03	-
UG	02	-	02	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	3
Diploma	-	-	-	3
Certificate	-	-	-	3
Others	-	-	-	-
Total	04	01	05	9

Interdisciplinary	-	-	-	-
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	00
Annual	04

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.

Yes, the syllabus of some of the subjects from Commerce faculty has been done by Parent University.

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

Yes, Master of Commerce.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
13	09	02	00	02

2.2 No. of permanent faculty with Ph.D.

06

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
-	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

20		-		-

2.5 Faculty participation in conferences and symposia:

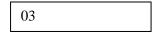| No. of Faculty	International level	National level	State level
Attended	01	11	-
Presented papers	01	13	-
Resource Persons	-	01	-

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

- The teaching staff & the students are encouraged to use ICT technology during Teaching-learning.
- The teachers are asked to prepare power-point presentations of their lectures.
- The students are given research projects which are checked by the staff members.
- Various activities such as debates, elocution, quiz, group discussion etc. are organized for the students.
- There is provision of internet connection in computer lab and library for the students.
- The use of audio visual aids is encouraged.

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

<div style="border:1px solid">180</div>

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

<div style="border:1px solid">03</div>

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

0	0	0

2.10 Average percentage of attendance of students

<div style="border:1px solid">85</div>

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	116	-	07	17	07	26.72
B.COM.	80	-	25	19	08	65.00
M. A. Pol. Sci.	19	-	01	-	05	31.58
M. A. His.	26	-	-	09	09	69.23

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

1. The IQAC suggests various methods and ways to improve teaching-learning.

2. Evaluation is done on the basis of results of unit tests and other evaluative methods and also through feedback from the students.

3. The Unit tests are conducted and marks are provided to the students.

4. Other methods such classroom seminars, projects, home assignments are also used for this purpose.
5. It also suggests and monitors regular conduct of bridge courses and remedial coaching.
6. The IQAC has proposed to purchase and subscription of research journals, books relevant to academic pursuits.
7. Regular academic audit is also conducted and feedbacks from various stake holders are collected.
8. Use of ICT in teaching-learning is encouraged.
9. The departments are also involved in suggesting various ways to improve standard of teaching-learning in the institution.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	03
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
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	09	04	-	-
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

1. The IQAC encourages the teachers to undertake major/minor research projects sponsored by UGC & provides necessary guidelines to them. Some staff members have applied for minor research projects. The teachers are timely informed about the dates of submission of proposals.
2. The IQAC encourages the teachers for paper presentation in various international, national and state level seminars and conferences. The teachers are taking regular part in this activity.
3. The IQAC also motivates the teachers to for book writing and paper publication in research journals. Some of the teachers have published books and published papers.
4. The staff members are encouraged to go for Degree of Doctor of Philosophy in their concerned subjects. The departmental seminars are encouraged.

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	-	01	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	03	04

3.5 Details on Impact factor of publications:

Range [-]   Average [-]   h-index [-]   Nos. in SCOPUS [-]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-

Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	00	00	00	00

3.7 No. of books published   i) With ISBN No.   01 (2156)   Chapters in Edited Books   01 (922444-8- 8)

ii) Without ISBN No.   -

3.8 No. of University Departments receiving funds from

UGC-SAP   -   CAS   -   DST-FIST   -

DPE   -   DBT Scheme/funds   -

3.9 For colleges   Autonomy   -   CPE   -   DBT Star Scheme   -

INSPIRE   -   CE   -   Any Other (specify)   -

3.10 Revenue generated through consultancy   00

3.11 No. of conferences   organized by the Institution

Level	International	National	State	University	College
Number	00	00	00	00	00
Sponsoring agencies	-	-	-	-	-

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

3.13 No. of collaborations   International   00   National   01   Any other   Other Institution

3.14 No. of linkages created during this year   00

3.15 Total budget for research for current year in lakhs:

From Funding agency   -   From Management of University/College   50000

Total   50000

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	00
	Granted	-
International	Applied	00
	Granted	-
Commercialised	Applied	00
	Granted	-

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

Total	International	National	State	University	Dist	College
00	-	-	-	-	-	-

3.18 No. of faculty from the Institution
who are Ph. D. Guides   01
and students registered under them   05

3.19 No. of Ph.D. awarded by faculty from the Institution   00

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

JRF -   SRF -   Project Fellows -   Any other -

3.21 No. of students Participated in NSS events:

University level 200   State level 03

National level 00   International level 00

3.22 No. of students participated in NCC events:

University level -   State level -

National level -   International level -

3.23 No. of Awards won in NSS:

University level -   State level 03

National level -   International level -

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

National level -   International level -

3.25 No. of Extension activities organized

University forum -   College forum 10

NCC -   NSS 03   Any other -

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

1. The college takes active part in various social extension activities.
2. The college encourages the students to engage in community services.
3. The N.S.S. unit of the college organizes Special Winter Camp in which the village is adopted and social services are rendered there.
4. The Fitness awareness and Yoga classes are also organized.
5. World environment day observed. The students prepared various models of eco-friendly villages.
6. Visit to "Old Age Homes" is also organized by the staff members.
7. The Career Guidance seminars and guest lectures are regularly organized for the students.
8. Department of Physical education organizes coaching camps of various games for local clubs.
9. It also conducts coaching center for students aspiring for services in Police and other forces.
10. NSS Annual camp.
11. Various programs are organized such as Adult Education, AIDS Awareness, Save Girl Child Campaign etc. through Adoption of Village.
12. Awareness sessions about Women health and Sexual harassment of the women are also organized.

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	7 acres 17 gunthas	-	Management	-
Class rooms	28	01	UGC	58500
Laboratories	03	-	-	-
Seminar Halls	01	-	-	-
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	GENSET, Geography Equipments, ICT equipment	UGC	1371710
Value of the equipment purchased during the year (Rs. in Lakhs)	-	1371710	UGC	1371710
Others	-	-	-	-

4.2 Computerization of administration and library

- Office administration is partially computerized.

- Library services are fully computerized.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	12992	1241562	131	21719	13123	1263281
Reference Books	1596	498663	79	17550	1675	516213
e-Books	N-List					
Journals	30	9000	30	9000	60	18000
e-Journals	N-List					
Digital Database	N-List					
CD & Video	12	600	-	-	12	600
Others (specify)	1142	242600	62	9080	1204	251680

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	40	01	03	01	01	01	01	02
Added	16	00	00	00	00	00	00	00
Total	56	01	03	01	01	01	01	02

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

1. Every department has been provided with personal computers and internet system. This has encouraged use of computers in various academic activities such as teaching-learning, evaluation and research etc.
2. There is provision of audiovisual aids such as LCD Projector and sound system for various departments.
3. There is provision of internet connection and computers in library for free-of-cost access.
4. The students are encouraged to make use of computers for Power Point Presentations of their seminars and projects.
5. The Broadband internet connectivity is given to all the departments through Wifi modem. Internet browsing is available for teachers.

4.6 Amount spent on maintenance in lakhs :

i) ICT

79049

ii) Campus Infrastructure and facilities

108499

iii) Equipments

3200

iv) Others

123076

Total :

313824

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. The college publishes its updated prospectus annually. The information content is disseminated to students at the beginning of every academic year.
2. As per the suggestions of college IQAC, the college prospectus contains all the information regarding fee structure, rules and regulation of the college and its library, the various committees, clubs and associations, NSS, and the pattern of evaluation, the tutorial system, hostel facility, various endowment funds, the Academic Calendar, etc.
3. Teachers-in-charge of various classes are asked to guide students regarding various student support services.
4. There is provision of various student support services such as Reservation, Fees Instalment, Differently-abled, Skill development program, College Magazine, Bridge courses, Remedial Classes, Equal opportunity center, Industrial Visits etc.
5. The Exit meeting is organized for last year students.
6. The important information is circulated through Notice Boards.
7. The data is maintained by Internal Quality Assurance Cell (IQAC) required for NAAC correspondence.
8. The IQAC helped the Student Counselling Centre to provide job-related information to the students, and provide them Xerox facility. Besides the Student Service Centre, a Co-operative Store is maintained to cater the needs of students.
9. Through Teacher-Mentor Scheme the financial assistance is extended to economically weaker students and personal counselling given by Counsellors.
10. The Bridge courses are organized for students from other faculties.
11. Mock Interviews and group discussion sessions are conducted at the departmental level.

5.2 Efforts made by the institution for tracking the progression

In order to track the progression following steps are being taken:
- Yearly Self appraisal (APIs) of the staff members.
- Records of results of Unit and Common Tests.
- Evaluation of classroom seminars and home assignments of the students.
- Records of internal marks and incentive marks.
- Personal contacts with passed-out students to keep track of their progression.
- Arranging formal or informal Teacher-parent/alumni gatherings.
- Evaluation of the results of annual examinations.
- Records of Placements and increments of staff members.
- Records of Research activities by the staff and students.
- Records of the Placement Cell.
- Tutor-Ward system is in place for proper progression of the students.
- Every department maintains a record register about the progress of students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
893	113	-	1006

(b) No. of students outside the state   -

(c) No. of international students   -

Men

No	%
421	41.84

Women

No	%
585	58.15

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
32	148	59	613	01	853	39	168	65	733	01	1006

Demand ratio: 1:1   Dropout %: 2.88

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

- Student's counselling and guidance cell organizes guest lecture of eminent personalities for UPSC/MPSC and other competitive examinations guidance.
- Supports and guides students for placement in various govt. and non-govt. departments.
- Skill Development and Personality Development Programmes are conducted by the college.
- Entrepreneurship Development Programme.
- Coaching classes for competitive examinations for the students of reserved categories are in place.
- The department of Physical Education provides guidance to the students for preparing Police, Army and other force examinations.

No. of students beneficiaries   100

5.5 No. of students qualified in these examinations

NET   01   SET/SLET   -   GATE   -   CAT   -

IAS/IPS etc   -   State PSC   -   UPSC   -   Others   -

5.6 Details of student counselling and career guidance

- Under the student counselling and career guidance cell several activities are organized.
- Regular counselling of the students for various job placements is done.
- Student's interview and communication skills are developed by organizing classes.
- The career guidance program for both arts and commerce students are organized.
- The staff members have served as resource persons for career guidance.
- There is provision of various newspapers, magazines devoted to career guidance and job placement in the college library.
- It is our pride and privilege that many of our students got employed after the completion of their studies with the help of guidance from the staff members.

No. of students benefitted

75

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
00	00	00	00

5.8 Details of gender sensitization programmes

- Organized lecture session for girls students by local advocates and doctors.
- Dr. Mrs. S. A. Lokhande delivered a lecture on Women health problems and solutions.
- Organized guest lecture on "Girl foeticide and related issues".

5.9 Students Activities

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

State/ University level 02   National level 02   International level 00

No. of students participated in cultural events

State/ University level 00   National level 00   International level 00

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

Sports : State/ University level 00   National level 00   International level 00

Cultural: State/ University level 00   National level 00   International level 00

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	00	00
Financial support from government	790	1680709
Financial support from other sources	15	15000
Number of students who received International/ National recognitions	00	00

5.11   Student organised / initiatives

Fairs   : State/ University level | - | National level | - | International level | - |

Exhibition: State/ University level | - | National level | - | International level | - |

5.12   No. of social initiatives undertaken by the students | 4 |

5.13 Major grievances of students (if any) redressed: No major grievances of the students occurred.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

The vision of our institution is very clear. Make united efforts make learning atmosphere and infrastructure available to the most underprivileged. Our institution is putting its best efforts for bringing excellence in standard of education provided in our college. It is also adopting different methods for improving teaching-learning atmosphere of the institution. It is our duty to inculcate social values among our students. It is ultimate goal of our institution to teach educational, moral, social and ethical values and help them in becoming good citizens.

Mission

The mission statement of our management as well as our institution "Sahaviryam Karvavahe" itself is self explanatory. It is our united mission to provide quality education to the poorest of poor and the neediest member of rural area. As our institution is located in rural area surrounded by tribal belt, most of our students are children of farmers belonging to low-earning families. So, it is mission of our institution to provide best opportunities in the field of education to the unprivileged by creating modern learning infrastructure and facilities that may help them to become self-dependent in all respects. Our institution focuses more on providing learning opportunities to the girl students.

6.2 Does the Institution has a management Information System

- Yes, the institution has management information system. The composition of the management is displayed in the prospectus of the college and on website of the college.

- The college regularly organizes meetings with management members and discuss various issues related to the development of the college.

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

6.3.1 Curriculum Development

- The students are guided to read books such reference books, encyclopedias along with the text books.
- Practical periods are conducted as per the syllabi of the university.
- As the college follows the curriculum designed by the University, the developments are in concurrence with the syllabi.
- Teaching plans are prepared and followed accordingly.
- Increased use of ICT and other teaching aids are done.
- Feedback from students related to implementation of curriculum is also taken.

6.3.2 Teaching and Learning

- The students are provided with internet and information science facilities for studying recent developments in the subjects.
- Remedial Coaching classes are conducted.
- Bridge courses for students for other streams are conducted on holidays.
- Regular students feedback on teaching is collected and suggestions are implemented.
- There is well established Library having good number of books and other information materials.
- Innovative practices in teaching are encouraged.
- Classroom seminars by the students are conducted.
- Activities such as home assignments, group discussion, seminars, debates, quiz, viva, etc. regularly followed.
- Also other methods such as surveys, case study, industrial visit and fieldwork are also followed.
- The students are also given guidance during extra hours.

6.3.3 Examination and Evaluation

- The Annual Examinations are conducted according to the norms given by Parent University.
- Along with this, Unit Tests and Common Tests are conducted for internal evaluation the progress of the students.
- Different types of evaluations methods are employed such as Home assignments, classroom seminars, debates, projects, industrials tours and visits are organized.
- The Examination Committee monitors the performance of the students by analyzing the results of internal and external examinations.
- The results of these tests are conveyed to the students.
- The results are discussed in the staff meetings and strategies to cope up are decided.

6.3.4 Research and Development

- The teachers have applied for Minor and Major Research Projects. These projects are yet to be sanctioned by UGC.
- Teachers are participating in paper presentation at International and National Seminars and Conferences.
- One of the teachers has published a book.
- Some of the teachers have published their research articles in National Journals.
- The library has subscribed research journals of different subjects. Also there is provision of online research journals in the library.
- The teachers provide guidance to the research scholars on free-of-cost basis.

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6.3.5 Library, ICT and physical infrastructure / instrumentation

- The library is well furnished. There is provision of separate reading room for the staff and the students. There is ample collection of text books, reference books, journals, encyclopedias etc. The library is partially computerized. There is provision of internet connection for the students within the library.

- The college has good ICT facilities. There is separate computer provided to each department with internet connection. There is provision of LCD Projector, printer, scanner etc.

- There is separate computer laboratory with latest softwares and internet connection.

- There are three well-equipped laboratories for science stream at Junior College level. There is English language laboratory with latest facilities.

- There is provision of adequate facilities required for smooth conduct of teaching-learning process.

6.3.6 Human Resource Management

- The teaching and non-teaching staff is provided with welfare schemes.
- The staff members avail various facilities such as leaves, additional increments, study leave for faculties perusing research purpose etc.
- There are different committees formed for smooth conduct of various curricular and co-curricular activities within the college.
- There is proper record of various documents related to appointment and placement of the staff members.

6.3.7 Faculty and Staff recruitment

- The recruitment of faculty and other staff members is done as per University norms and Govt. regulations
- Teachers are appointed on the basis of merit list given by the selection committee.

6.3.8 Industry Interaction / Collaboration

- As there are no major industries in the close vicinity, so there is no collaboration with the industry at present.
- The industrial study tours are organized for the students.

6.3.9 Admission of Students

Admissions to the students are given according to norms of S. G. B. A. University, Amravati and as per Government rules and regulations.

6.4 Welfare schemes for

Teaching	Cooperative Credit society, Gratuity, Pension, Group policies etc.
Non teaching	Cooperative Credit society, Gratuity, Pension, Group policies etc.
Students	Govt. Scholarships and freeships, Teacher-guardian scheme, Awards to the students, Medical facility.

6.5 Total corpus fund generated   00

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	Affiliation Committee & Management	Yes	IQAC
Administrative	Yes	Joint Director & Management	Yes	IQAC

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?

- The pattern of annual examinations is prepared by Examination section of S. G. B. A. University, Amravati. The Office of the Controller of Examination has computerized many aspects of examination system. The results are made available online.

- Along with this, the mark sheets, hall tickets, examination application forms and seating arrangement have been computerized by the university.

- At college level, the Examination committee formed which organizes exams such as Unit tests and Common tests. The students are informed about their scores in these examinations and remedial measures are taken for weaker students. The examinations are conducted with strict disciplines and in "No Copy" atmosphere.

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

- The annual Alumni meet was organized. The members expressed willingness to contribute to the development of the college.
- The process of registration of "Alumni Association" is in progress.
- Various activities such as interaction with alumni, sharing of knowledge, experience, suggestions, etc. were conducted.

6.12 Activities and support from the Parent – Teacher Association

- The meetings of Parent-Teacher Association were organized.
- The members were informed about the contribution they can make towards development of the college.
- The members were asked to look after the progress and attendance of their wards.
- Feedback was collected from the parents.
- Suggestions for improvement of academic environment in the college were collected from them.

6.13 Development programmes for support staff

- The support staff appointed in our institute is teachers working on clock-hour-basis. They were asked to pursue further studies.
- The support staff has free access to various books in the library for pursuing examinations such as NET, SLET etc.
- They have free access in Computer laboratory for practice of various softwares.
- Involvement in various activities organized by the college.

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

- The Nature Club is established in our college.
- Tree plantation programmes are regularly organized by NSS Department.
- There is well maintained garden in our college premises.
- The students are encouraged to take care of various plants in our premises.
- The students participate in various programmes organized by Forest Department.
- No use of plastic materials is encouraged in our college.

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.

- The students are encouraged to use Powerpoint presentations for their class-room seminars.
- The students are encouraged to attend library in extra hours for preparation of competitive examinations.
- "Nature Conservation Day" is celebrated in our college. The students were asked to prepare various models of nature conservation.
- The students are encouraged to participate in various co-curricular and cultural activities organized by different colleges.
- The students who have made extraordinary achievements are honored during the college gathering.
- The book of articles collected from the students is prepared.
- The guest lectures are regularly organized on various topics of social welfare.

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

- Various activities are conducted as per the Academic Calendar of the college planned in the beginning of the year.
- Along with this, various activities are planned by every board of study of every subject. They have organized many guest lectures.
- The college committees are formed for proper functioning of the college. All committees are performing their assigned duties in proper manner.
- It was planned to organize National seminars of Commerce and Marathi. The proposals are sent to UGC.
- It was planned to submit proposals for Minor Research Projects. The proposals are submitted to UGC.
- It was planned to conduct academic audit of the college. The IQAC is performing that job and providing suggestions for improvement.
- The staff members are encouraged to participate in Conferences and Seminars. Many staff members have participated in these activities.
- The staff members are encouraged to go for Orientation and Refresher courses in their concerned subjects. The staff members have attended these courses.

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

- Encouragement to innovative practices in teaching-learning.

- Preference to Social extension activities.

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

7.4 Contribution to environmental awareness / protection

- As our town is surrounded by hilly area of Satpuda, the tours are organized in nearby areas for creating awareness among the students.
- Tree plantation by the students in collaboration with Forest Department is done on regular basis.
- There is "Environmental studies" subject is compulsory for the first year students. Projects on Environmental study are given to the students.

7.5 Whether environmental audit was conducted?   Yes ☑   No ☐

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

Strengths

1. Dedicated and committed staff
2. Good leadership and proactive management
3. Need-based academic programs in Arts and Commerce to mould younger generation of rural background. Postgraduate programmes in Political Science and History is started.
4. Adequate infrastructure to ensure better teaching-learning environment.
5. The students are encouraged by the teachers through Teacher guardian scheme.

Weaknesses

1. Limited user friendly ICT in teaching-learning.
2. Research culture is inadequate.
3. There are no professional courses.
4. Indoor sports facilities need to be updated.

Opportunities

1. College can start job-oriented courses under self financing schemes and this may generate sufficient additional funds for development of infrastructure.
2. PG programmes may be started in a few more subjects to retain the students for further studies.
3. College may tie-up with industries and with organizations for enrichment of skills and practical training to the students.
4. The college can start Graduate courses in Science. The college has applied for that.
5. Status of Research activities may be improved.

Challenges

1. College has to develop a strategy for preparing students for global competence.
2. College needs more funds to offer job oriented courses.
3. College has to explore opportunities for placement of successful students.

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

- Systematic internal exams for every classes
- Encouraging tutorial system, remedial classes and Bridge courses.
- Make the feedback mechanism more effective
- ICT based Teaching-learning process.
- To enrich the library by new periodicals, Journals and reference books.
- Improve the Gymkhana facilities.
- To implement the quality measures planned for future assessment
- To enhance infrastructural facilities.
- Career counselling and student mentoring to be further strengthened.
- UG Level courses in Science stream is to be started.
- Alumni and parents association to be formalized.
- Communication of English is to be imparted to the students on priority so as to enable them to be more competitive in the job market.
- Learning resources for PG courses is to be strengthened.
- Develop ICT infrastructure for administration and academic activities.
- Arrange coaching classes for competitive examinations.

Name: ***Dr. S. V. Topare***   *Name:* ***G. S. Meshram***

_____   _____

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

Academic Calendar of the college

2013-14

Sr. No.	Title	Period
1	**First session**	10-06-2013 to 26-10-2013
2	**Winter vacation**	27-10-2013 to 24-11-2013
3	**Second session**	25-11-2013 to 03-05-2014
4	**Summer vacation**	04-05-2014 to 08-06-2014

	Date	Event/Activity
	STAFF COUNCIL MEETINGS	
1	23-04-13	Staff Council Meeting
2	27-04-13	Staff Council Meeting
3	20-06-13	Staff Council Meeting
4	23-07-13	Staff Council Meeting
5	26-10-13	Staff Council Meeting
6	24-12-13	Staff Council Meeting
7	01-05-14	Staff Council Meeting
8	16-08-14	Staff Council Meeting
9	18-10-13	Staff Council Meeting
	INTERNAL EXAMINATIONS	
10	26-08-13 to 31-08-13	Unit Test
11	23-09-13 to 27-09-13	Unit Test
12	26-11-13 to 30-11-13	Unit Test
13	23-12-13 to 28-12-13	Unit Test
14	10-02-14 to 18-02-14	Common Test

NSS ACTIVITIES		
15	10-07-13	NSS Meeting
16	11-08-13	NSS Cleanliness drive
17	20-08-13	NSS Visit to Jail unit
18	05-09-13	NSS Teacher's day program
19	10-09-13	NSS guest lecture on "Higher Education"
20	11-09-13	NSS Tree plantation
21	15-09-13	NSS Cleanliness drive
22	16-09-13	NSS Tree plantation
23	22-09-13	NSS Tree plantation
24	02-10-13	NSS Mahatma Gandhi birth anniversary
25	28-10-13 to 04-12-13	NSS Residential camp at village "Maywadi"
26	06-12-13	NSS Dr. Ambedkar death anniversary
27	16-12-13	NSS Guest lecture on "Vocational guidance"
28	20-12-13	NSS Sant Gadgebaba death anniversary
29	27-12-13	NSS Dr. Panjabrao Deshmukh birth anniversary
30	03-01-13	NSS Savitribai Fule birth anniversary
31	12-01-13	NSS Swami Vivekanand birth anniversary
32	30-01-13	NSS "Martyrs Day" observed
33	14-04-13	NSS Dr. Ambedkar birth anniversary
34	19-02-14	Chatrapati Shivaji Maharaj Jayanti
35	01-05-14	Maharashtra Din

Analysis of feedback from the students

2013-14

Before the conclusion of the session 2013-14, the college collected feedback from the final year students in the format prescribed by NAAC. The students were asked to fill it meticulously and honestly.

- The students were satisfied about course coverage and its learning value.

- The students were satisfied with the quality of teaching and performance of the teachers.

- Students are satisfied with the way all subjects taught to them and with the performance of all teachers.

- The students were satisfied about the content of the syllabus.

- The teaching methods adopted by the teacher's were satisfactory.

- The students were well satisfied about the availability of courses, course materials and evaluation methods.

- They were satisfied about the performance of administrative department.

- They were also extremely satisfied about various facilities provided to them.

- The students expressed immense satisfaction about encouragement provided for excellence in sports and cultural activities.

- The students admired the social atmosphere in the college.

- Most of the students expressed willingness to pursue further studies.

- Most of them were willing to join Alumni Association and contribute to development of the college.

Best Practices:

Along with other academic and administrative practices, the best practices followed by the college enrich its educational atmosphere and helps in achievement of vision and mission of the college. Following best practices are followed by the college.

Best Practice I

1. Title of the practice: Encouragement to innovative practices in teaching-learning.

2. Goals:

1. Encouraging teachers to adopt new teaching methods during teaching-learning process. It also helps teachers to plan and implement their academic and other activities.

2. To make teaching learning more effective.

3. To improve the results of the college.

4. To create academic atmosphere in the college at par with other excellent academic institutions.

3. Context:
To create excellent academic atmosphere in the college that will help students to excel in examinations and make them globally competitive.

4. The practice:

1. The teachers are encouraged to adopt several teaching methods other than lecture method during teaching-learning process. They are asked seek active student participation.

2. Various methods like classroom seminar, home assignment, use of ICT and audiovisual aids, preparation of powerpoint presentations etc. is encouraged.

3. More practicals and projects are given to the students.

4. The weaker students are given special attention by organizing remedial classes.

5. The sets of previous examinations are given to the students and asked to solve them. The results are conveyed to the students.

5. Evidence of Success:

1. This best practice is yielding results as more students are attending the classes.

2. It has enhanced the interest of students in various subjects.

3. It has created more awareness among the students. More students are taking active part in teaching-learning process.

Best Practice II

1. Title of the practice: Preference to Social extension activities.

2. Goal:

1. To generate awareness among the students about their social responsibilities.
2. To make them good citizens.
3. To develop good habits among the students.
4. To work along with other NGOs.

3. Context:
The NSS Unit of the college and other departments of the college should develop social responsibility among the students. It should involve students in various social extension activities.

4. The practice:

1. The institution has rich heritage of social extension activities.
2. The college has organized several activities in collaboration with local NGOs.
3. Several activities such as blood donation camp, health awareness camp, tree plantation, cleanliness drives are organized by the college every year.
4. AIDS awareness marathon competitions are organized in collaboration with local athletics club.
5. Visits to orphanages, old-aged homes, jails are organized.
6. It has helped in generating awareness about employment opportunities available for youth.
7. Preparation for competitive examination, making books available to the students is regular activity in our college.

Evidence of success:

1. A sense of social responsibility has been generated in the students. They take active part in various social extension activities.
2. So many of our students have willingly donated blood and participated in social extension activities organized in our college.
3. The students are willing to pursue these activities in future also.

6. Problems Encountered and Resources Required:-

The apathy of the students towards their future careers is major problem. They are not willing to attend classes on regular basis. Along with this, the sense of social responsibility is decreased in present generation. They have become self centered. But if guided in proper manner these problems can be encountered. If there is will, there is way.

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