

**BHARATIYA VIDYA MANDIR, AMRAVATI'S**

**BHARATIYA MAHAVIDYALAYA, MORSHI**

**DIST. AMRAVATI (M. S.)**

**ANNUAL QUALITY ASSURANCE REPORT**  
**2014-15**

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

2014-15

## Part – A

### I. 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. MHC0GN 18879)

6478

OR

1.4 NAAC Executive Committee No. & Date:

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

1.5 Website address:

www.bvmorshi.ac.in

Web-link of the AQAR:

www.bvmorshi.ac.in/NAAC/AQAR2014-15

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	C+	63.50	2004	2009
2	2 <sup>nd</sup> Cycle	B	2.33	2012	2018
3	3 <sup>rd</sup> Cycle	-	-	-	-
4	4 <sup>th</sup> 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 2010-11 submitted to NAAC on 12-10-2011))

- AQAR 2011-12 submitted on 31-12-2012 (DD/MM/YYYY)
- AQAR2012-13 submitted on 18-12-2013 (DD/MM/YYYY)
- AQAR2013-14 submitted on 07-01-2015 (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 ( <i>Specify</i> )	-
UGC-COP Programmes	03		

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

2.1 No. of Teachers	5												
2.2 No. of Administrative/Technical staff	2												
2.3 No. of students	1												
2.4 No. of Management representatives	3												
2.5 No. of Alumni	1												
2. 6 No. of any other stakeholder and community representatives	1												
2.7 No. of Employers/ Industrialists	1												
2.8 No. of other External Experts	1												
2.9 Total No. of members	15												
2.10 No. of IQAC meetings held	4												
2.11 No. of meetings with various stakeholders:	<table> <tr> <td>No.</td> <td>4</td> <td>Faculty</td> <td>1</td> </tr> <tr> <td>Non-Teaching Staff</td> <td>1</td> <td>Students</td> <td>1</td> </tr> <tr> <td>Alumni</td> <td>1</td> <td>Others</td> <td>1</td> </tr> </table>	No.	4	Faculty	1	Non-Teaching Staff	1	Students	1	Alumni	1	Others	1
No.	4	Faculty	1										
Non-Teaching Staff	1	Students	1										
Alumni	1	Others	1										
2.12 Has IQAC received any funding from UGC during the year?	<table> <tr> <td>Yes</td> <td><input type="checkbox"/></td> <td>No</td> <td><input checked="" type="checkbox"/></td> </tr> </table>	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>								
Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>										
If yes, mention the amount	--												

### 2.13 Seminars and Conferences (only quality related)

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

Total Nos.	0	International	0	National	0	State	0	Institution Level	0
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(ii) Themes

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### 2.14 Significant Activities and contributions made by IQAC.

1. The IQAC organizes quarterly meetings for the assessment of the progress of NAAC related work.
2. The teaching staff is encouraged to prepare powerpoint presentations of their teaching topics and use it during teaching process.
3. The staff members are asked to employ various innovative teaching methods for improvement the effectiveness of their teaching.
4. The college has submitted proposals for organization of National level seminars in Commerce, Economics and Marathi. The proposals are yet to be sanctioned by UGC.
5. The staff members are encouraged to participate in International conferences and seminars.
6. The college has submitted proposal for starting B. Sc. i. e. Undergraduate course in Science stream. s
7. The IQAC works for coordinating various activities of the college committees.
8. The IQAC synchronizes various academic activities, mainly teaching learning and evaluations.
9. For regular Academic Audit of the college, a Core Committee, comprising the Principal, IQAC Coordinator and senior staff members was constituted.
10. The IQAC provides latest information about various suggestions given by the NAAC.

## 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 organize regular academic audit of the college. 2) To subscribe online E-Books and E-Journals. 3) To encourage staff members for organization and participation in various academic activities. 4) To develop collaboration with other educational agencies. 5) Improving the effectiveness of Teaching- learning process. 6) Regular organization of extension activities. 8) Regular submission of AQAR. 9) Conducting 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) Remedial and bridge courses are being conducted. 3) The proposals for Major and Minor research projects have been submitted to UGC. The projects are yet to be sanctioned. 4) The guest lectures of eminent personalities are being conducted by various departments on regular basis. 5) The Library has subscribed to some of the E-Journals. It has also subscribed Peer Reviewed Journals of various subjects. 6) Regular academic audit of the college has been done by IQAC. 7) The teachers have published their papers in various research journals.



## Part – B

### Criterion – I

#### I. 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	03	00	03	-
UG	02	-	02	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	3
Diploma	-	-	-	3
Certificate	-	-	-	3
Others	-	-	-	-
<b>Total</b>	<b>04</b>	<b>01</b>	<b>05</b>	<b>9</b>

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.

No

## 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

18 (CHB)

-

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	04	-
Presented papers	03	24	-
Resource Persons	-	01	-

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

- The teachers are using ICT technology during Teaching-learning. They have prepared Powerpoint presentations of their teaching topics.
- Some of the examination reforms have been implemented.
- The Commerce students are given research projects.
- The students are supported and encouraged to participate in various cocurricular and extracurricular activities organized by the College and the University.
- The teachers are taking benefit of internet facility for various academic activities.
- The college is in process of developing ICT based English Language Laboratory.

- 2.7 Total No. of actual teaching days during this academic year 180
- 2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) 03
- 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 80

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	151	-	26	32	12	46.36
B.COM.	47	-	11	02	03	34.04
M. A. Pol. Sci.	14	-	00	00	03	21.43
M. A. His.	14	-	00	03	03	42.86

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

1. The IQAC discusses various innovative methods of teaching-learning with staff members and encourages them to implement these methods.
2. The evaluation of teaching-learning process is done on the basis of results of annual exams and unit tests. Along with this, it is also done through feedback from the students.
3. Regular Unit tests are conducted and the results are conveyed to the students.
4. For improvement of teaching-learning process different methods such as classroom seminars, projects, home assignments are also used.
5. The teachers are encouraged to organize study tours and field visits.
6. Purchase and subscription of research journals, books relevant to academic pursuits.
7. The feedbacks for stakeholders are collected and proper measures are taken on the basis of these feedbacks.
8. Organization of bridge courses and remedial coaching is strengthened.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	03
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	01
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 teachers are regularly participating in Conference and Seminars. They are also presenting papers and publishing papers. The IQAC encourages the teachers for paper presentation in various international, national and state level seminars and conferences.
2. The IQAC encourages the teachers to undertake major/minor research projects sponsored by UGC & provides necessary guidelines to them. One of the teachers has applied for Major Research Project. Some staff members have applied for minor research projects.
3. Some of the teachers have published books and published papers. The IQAC also motivates the teachers to for book writing and paper publication in research journals.
4. The teachers are encouraged to organize Seminars and Conferences. The college has submitted proposals for organization of National level seminars in Commerce, Economics and Marathi. The proposals are yet to sanctioned by UGC.
5. The IQAC motivates staff members to go for Degree of Doctor of Philosophy in their concerned subjects. They are also encouraged to register as Ph. D. Supervisors.

#### 3.2 Details regarding major projects

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

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	01	01	-
Outlay in Rs. Lakhs		130000	97500	

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	-	02	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	11	-

#### 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	2014-15	UGC	1,30,000	97,500
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	01	UGC	1,30,000	97,500

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the  
Institution

Level	International	National	State	University	College
Number	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  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency  From Management of University/College   
 Total

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  
 and students registered under them

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
 National level  International level

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   
 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	04	
NCC	-	NSS	15	Any other -

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

1. The staff members and the students of college participate actively in various social extension activities and community services.
2. The N.S.S. unit of the college is very active. It organizes Special Winter Camp during which the village is adopted and different social services are rendered in that village.
3. The college also observed World environment. The students prepared various models of eco-friendly villages.
4. The Career Guidance seminars and guest lectures are organized regularly
5. The college took active part in Blood donation camp.
6. The Yoga classes are also organized for the students.
7. The Department of Physical education organizes coaching camps of various games for local clubs and also conducts coaching for students aspiring for services in Police and other forces.
8. Various other programs are organized such as Adult Education, AIDS Awareness, Save Girl Child Campaign etc. through Adoption of Village.



## 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 ( $\geq$ 1-0 lakh) during the current year.	-	Desktop computer Printer Desk bench	UGC	161474
Value of the equipment purchased during the year (Rs. in Lakhs)	-	161474	UGC	161474
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	13123	1363281	106	26802	13229	1290083
Reference Books	1675	516413	115	100904	3422	617317
e-Books	N-List					
Journals	30	9000	30	9000	60	18000
e-Journals	N-List					
Digital Database	N-List					
CD & Video	12	600	09	2500	21	3100
Others (specify)	1204	251680	143	35559	1347	287239

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	56	01	03	01	01	01	01	02
Added	02	00	00	00	00	03	00	00
Total	58	01	03	01	01	04	01	02

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

1. There is provision of personal computers and internet system in every department of the college.
2. The college encourages use of computers in various academic activities such as teaching-learning, evaluation and research etc.
3. There is provision of audiovisual aids such as LCD Projector and sound system for various departments. It is being used by the staff members during teaching.
4. There is provision of Broadband internet connection and computers in library for the students on free-of-cost access.
5. The staff members encourage the students for making use of computers for Power Point Presentations of their seminars and projects.
6. There is well equipped Computer laboratory in the college. It is used by both staff and students.
7. The office work is partially computerized.

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

i) ICT	83120
ii) Campus Infrastructure and facilities	198644
iii) Equipments	74363
iv) Others	8558
<b>Total :</b>	364705

## Criterion – V

### 5. Student Support and Progression

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

1. The Student Counselling Cell of the college is very active. It organizes various guest lectures related to preparation for various competitive examinations.
2. The job-related advertisements and various competitive examination advertisements are displayed on Notice board of the college.
3. 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.
4. The college publishes its updated prospectus annually. The information content is disseminated to students at the beginning of every academic year along with the application form.
5. There is provision of Student consumer store in the campus where educational materials are available for purchase.
6. 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.
7. The data is maintained by Internal Quality Assurance Cell (IQAC) required for NAAC correspondence.
8. Through Teacher-Mentor Scheme the financial assistance is extended to economically weaker students and personal counselling given by Counsellors.
9. The Bridge courses are organized for students from other faculties.
10. Mock Interviews and group discussion sessions are conducted at the departmental level.
11. Remedial coaching activities are regularly organized for weaker students.

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

In order to track the progression following steps are being taken:

- Regular collection of Feedback from the stake holders.
- Yearly Self Appraisal (APIs) of the staff members.
- Records of results of Annual Examinations and its evaluation.
- Evaluation of classroom seminars and home assignments of the students.
- Records of results of Unit and Common Tests.
- 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.
- 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 the students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1023	180	-	-

(b) No. of students outside the state

(c) No. of international students

No	%
464	38.57

Men

Women

No	%
739	61.42

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
39	168	65	733	01	1006	45	204	84	870	03	1203

Demand ratio: 1:1

Dropout %: 3.40

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

- Remedial Coaching classes for competitive examinations for the students of reserved categories are in place.
- 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 are organized.
- The department of Physical Education provides guidance to the students for preparing Police, Army and other force examinations.
- Various advertisements of different Competitive examinations and Departments are displayed on the Notice board.
- There is provision of Competitive Examinations related Books in the College library.

No. of students beneficiaries

100

5.5 No. of students qualified in these examinations

NET	<input type="text" value="02"/>	SET/SLET	<input type="text" value="-"/>	GATE	<input type="text" value="-"/>	CAT	<input type="text" value="-"/>
IAS/IPS etc	<input type="text" value="-"/>	State PSC	<input type="text" value="-"/>	UPSC	<input type="text" value="-"/>	Others	<input type="text" value="-"/>

## 5.6 Details of student counselling and career guidance.

- Several activities are organized by the Student counselling and career guidance cell.
- Regular counselling of the students for various job placements is done by the members of cell as well as other staff members.
- The career guidance program for both arts and commerce students are organized.
- Student's interview and communication skills are developed by organizing classes.
- The resource persons are invited for career guidance and counselling.
- There is provision of various newspapers, magazines devoted to career guidance and job placement in the college library.
- As many of our students got employed after the completion of their studies, we feel proud and privileged.

No. of students benefitted

75

## 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
00	00	00	00

## 5.8 Details of gender sensitization programmes.

- Local lady advocates are invited for "Legal Guidance" to the girl students.
- The college invites Dr. Mrs. S. A. Lokhande who is our recognized doctor for guidance on Women health problems and solutions.
- Organized guest lecture on "Girl foeticide and related issues" by Doctors from local Hospital.

## 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	00	00
Financial support from government	927	3910000
Financial support from other sources	20	2330
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

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.
- There are management representatives in IQAC. Various NAAC related issues are discussed with management members during IQAC Meetings.

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

#### 6.3.1 Curriculum Development

- As there is ample collection of reference books and text books in the library, the students are guided to read books such reference books, encyclopedias along with the text books.
- For hands-on experience to the students, 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.
- Teachers prepare teaching plans and follow accordingly.
- The teachers are encouraged to use ICT and other teaching aids.

#### 6.3.2 Teaching and Learning

- The Remedial Coaching classes are conducted. Along with this, the Bridge courses for students for other streams are conducted on holidays.
- There is provision of internet and information science facilities for studying recent developments in the subjects in the Library and Computer Laboratory.
- The feedback of the students on teaching is collected and suggestions are implemented.
- The Innovative practices in teaching are encouraged.
- Students related activities such as home assignments, group discussion, seminars, debates, quiz, viva, etc. regularly followed.
- There is well established Library having good number of books and other information materials.
- The college library has subscribed Research Journals for the teachers.
- The department of Commerce and Geography follows other teaching methods such as surveys, case study, industrial visit and fieldwork.

#### 6.3.3 Examination and Evaluation

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



#### 6.3.4 Research and Development

- Two teachers have published books.
- The teachers have applied for Minor and Major Research Projects. Some of the projects are sanctioned by UGC.
- Teachers are regularly participating in paper presentation at International and National Seminars and Conferences.
- The library has subscribed research journals of different subjects. Also there is provision of online research journals in the library.
- Some of the teachers have published their research articles in National and International Journals.

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

- The library of the college 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, encyclopaedias etc.
- The library is partially computerized. There is provision of internet connection for the students within the library.
- The English Language Laboratory is being renovated.
- The college has good ICT facilities. There is separate computer laboratory with latest softwares and internet connection.
- There is provision of audiovisual aids such as LCD Projector, printer, scanner etc.
- There is separate computer provided to each department with internet connection.
- There are three well-equipped laboratories for science stream at Junior College level.

#### 6.3.6 Human Resource Management

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

### 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. But the college is in process of making MOU with nearby small scale industries.
- 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 is 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 college organizes yearly meeting with the members of Alumni Association. Various activities such as interaction with alumni, sharing of knowledge, experience, suggestions, etc. were conducted.
- The process of registration of “Alumni Association” is in progress.
- The members expressed willingness to contribute to the development of the college by honouring meritorious students.

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

- The regular meetings of Parent-Teacher Association were organized.
- The members were informed about the activities of the college for improvement of the quality.
- 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 teachers working on clock-hour-basis are appointed in our institute as support staff. They were asked to pursue further studies. They are given guidance for NET/SET preparations.
- They are involved in various activities organized by the college.
- The support staff has free access to various books in the library for pursuing their studies.
- They have free access in Computer laboratory for practice of various softwares.

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

- For creating awareness among the students, the Nature Club is established in our college. The use of Plastic is avoided in the college premises.
- The NSS Department of the college regularly organizes Tree plantation programmes.
- There is well maintained garden in our college premises. The students are encouraged to take care of various plants in our premises.
- There is active involvement of the staff and the students in various programmes organized by Forest Department.

## 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.

- There is increased use of ICT by the teachers and the students during teaching learning.
- There is continuous encouragement by the staff members for participation in various co-curricular and cultural activities organized by different colleges.
- The students who have made extraordinary achievements in academic and sports activities are honored during the college gathering.
- The students are encouraged to attend library in extra hours for preparation of competitive examinations. They are provided with concerned literature.
- The book of articles collected from the students is prepared in Marathi.

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

- The activities are conducted as per the Academic Calendar of the college prepared at the onset of the year.
- The college committees are formed for proper functioning of the college. All committees performed their assigned duties properly.
- Along with this, various activities are planned by every board of study of every subject. They have organized several lectures on subject-related topics.
- The proposals are resubmitted to UGC for organization of National seminars of Commerce and Marathi.
- The IQAC has regularly performed academic audit of the college and provided suggestions for improvement.
- The staff members are encouraged to go for Orientation and Refresher courses in their concerned subjects. The staff members have attended these courses.
- Most of the teachers have attended and presented papers in several National and International conferences and seminars.

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

- Open book evaluation system.
- Socio-academic extension activities.

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

#### 7.4 Contribution to environmental awareness / protection

- For creating nature awareness among students, the tours are organized in nearby hilly area of Satpuda range.
- The NSS department regularly conducts tree plantation programme in the college and during camp.
- The “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. Complete supports from the authorities and management.
2. Dedicated and committed staff members.
3. There is availability of various academic courses in the field of Arts and Commerce at UG and PG level.
4. There is provision of adequate infrastructure to ensure better teaching-learning environment.
5. The students are encouraged by the teachers through Teacher guardian scheme.
6. The students are encouraged to take active part in co-curricular and extracurricular activities.
7. The library of the college has rich collection of the books.

##### **Weaknesses**

1. There is limited use of ICT in teaching-learning.
2. Research culture is inadequate.
3. There are no professional courses.

##### **Opportunities**

1. There is scope for starting Science stream in the college at UG and PG level. The college has applied for UG courses at present.
2. The PG programmes may be started in a few more subjects to retain the students for further studies.
3. The College may have memorandum of understating with nearby industries and with organizations for increasing employability the students.
4. Status of Research activities may be improved.

##### **Challenges**

1. The College has to develop proper strategy for improving teaching-learning environment.
2. The College needs to explore opportunities for placement of successful students in various jobs and industries.

## 8. Plans of institution for next year

- Implementation of examination reforms
- Improve the Indoor and Outdoor sports facilities.
- To improve infrastructural facilities for better teaching-learning.
- Teacher guardian scheme to be encouraged.
- Proper conduct remedial classes and Bridge courses.
- Timely feedback mechanism from various stake holders
- ICT based Teaching-learning environment.
- To enrich the library resources.
- Establishment of Computerized English Language Laboratory.
- Improvement of English Communication skills.
- Enrichment of Learning resources for PG courses.
- ICT based administration and academic activities.
- Strengthening of Career Counselling Cell activities.

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

Name: **G. S. Meshram**

\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

\_\_\_\_\_  
*Signature of the Chairperson, IQAC*

**Academic Calendar of the college****2014-15**

<b>Sr. No.</b>	<b>Title</b>	<b>Period</b>
<b>1</b>	<b>First session</b>	10-06-2014 to 18-10-2014
<b>2</b>	<b>Winter vacation</b>	20-10-2014 to 08-11-2014
<b>3</b>	<b>Second session</b>	10-11-2014 to 25-04-2015
<b>4</b>	<b>Summer vacation</b>	27-04-2015 to 13-06-2015

	<b>Date</b>	<b>Event/Activity</b>
<b>STAFF COUNCIL MEETINGS</b>		
1	16-08-2014	Staff Council Meeting
2	18-10-2014	Staff Council Meeting
3	08-04-2015	Staff Council Meeting
4	20-04-2015	Staff Council Meeting
5	24-04-2015	Staff Council Meeting
<b>INTERNAL EXAMINATIONS</b>		
10	13-08-14 to 23-08-14	Unit Test
11	22-09-14 to 11-10-14	Unit Test
12	17-11-14 to 25-11-14	Unit Test
13	22-12-14 to 31-12-14	Unit Test
14	09-02-15 to 17-02-15	Common Test



NSS ACTIVITIES		
1	25-05-14	National Disaster Management Camp
2	10-07-14	NSS Meeting
3	09-08-14	NSS “Kranti Din”
4	10-08-14	NSS Visit to Jail unit for Raksha Bandhan
5	14-08-14	Jagar janiwancha
6	17-08-14	NSS Cleanliness Drive and Plantation
7	24-08-14	NSS Cleanliness Drive and Plantation
8	05-09-14	Teacher’s day celebration
9	13-09-14	Competitive exam guidance in collaboration with Bank of Maharashtra
10	23-09-14	NSS Day celebration
11	11-10-14	Debate competition
12	02-10-14	Mahatma Gandhi birth anniversary
13	31-10-14	Sardar Patel birth anniversary
14	14-11-14	Children’s day celebration
15	21-11-14	Youth sensitization programme
16	26-11-14	Constitution day celebration
17	28-11-14	Mahatma Fule death anniversary
18	01-12-14	World AIDS Week
19	02-12-14	Cleanliness drive rally
20	06-12-14	Dr. B. R. Ambedkar death anniversary
21	16-12-14	“Swacchata Karandark” debate competition
22	20-12-14	Sant Gadgebaba death anniversary
23	27-12-14	Dr. Bhausaheb Deshmukh birth anniversary
24	03-02-15	Krantijyoti Savitribai Fule birth anniversary
25	12-01-15	Swami Vivekanand birth anniversary
26	18-01-15 to 24-	NSS Special Camp

	01-15	
27	30-09-15	“Martyrs Day” & Mahatma Gandhi death anniversary
28	28-02-15	Sant Gadgebaba birth anniversary
29	01-05-15	Maharashtra Din

**Analysis of feedback from the students****2014-15**

The college collected feedback from the final year students in the format prescribed by NAAC before conclusion of the session 2014-15, The students were asked to fill it carefully and sincerely.

- The social atmosphere in the college and NSS was admired the students. They took interest in these activities.
- The students were satisfied as far as the course coverage and its learning value is concerned.
- The quality of teaching and performance of the teachers was admired by the students. They satisfied with the way all subjects taught to them.
- The teaching methods adopted by the teacher's were satisfactory.
- The students expressed satisfaction about the availability of reading materials in the library
- The students expressed satisfaction about evaluation methods.
- They were also extremely satisfied about various facilities provided to them by the college for their co-curricular and extracurricular activities. .
- The students were extremely satisfied about encouragement provided for excellence in sports and cultural activities.
- The students expressed willingness to pursue further studies in our college.

**Best Practices:**

The college follows several best practices for enhancement of its educational atmosphere. Along with other academic and administrative practices, the best practices followed by the college for achievement of vision and mission of the college are as follows.

**Best Practice I**

**1. Title of the practice:** Open book evaluation system.

**2. Goals:**

1. To encourage the students to write correct and complete answers.
2. To assess the writing speed and accuracy of the students.

**3. Context:**

To encourage the students to write correct answers within stipulated time.

**4. The practice:**

1. The students were asked to write answers employing open book systems.
2. No student was allowed to leave examination hall until the completion of stipulated time.
3. The students were asked write answers of maximum possible questions with speed and accuracy.

**5. Evidence of Success:**

1. This best practice is showing results as more students are appearing for the tests.
2. It has enhanced the accuracy and writing speed of the students.
3. It has boosted the confidence of the students.

**Best Practice II**

**1. Title of the practice:** Socio-academic extension activities.

**2. Goal:**

1. To social responsibility among the students.
2. To increase computer literacy among unprivileged section of the society.
3. To encourage responsible citizenship.

**3. Context:**

The facilities available in Computer laboratory of the college should be used for various social extension activities.

**4. The practice:**

1. The institution has great tradition of social extension activities.
2. The NSS and Physical Education department college has organized several activities in collaboration with local NGOs.
3. The students from nearby schools and area were asked to join Computer literacy classes in the Computer laboratory of the college on free of cost basis. They were taught basic computer skills.

**Evidence of success:**

1. Several school children from nearby area took part in the activity.
2. They enjoyed learning basic computer skills.
3. The participated students expressed willingness to continue learning various computer applications in future.

**6. Problems Encountered and Resources Required:-**

The students are scared of examinations. They are not willing to appear for examinations and even if they appear, they don't try their best. If properly guided, they can score better during examinations. Along with this, there is very less computer literacy among the students. They should be encouraged to learn computers for becoming globally competitive citizens.

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