

**BHARATIYA VIDYA MANDIR, AMRAVATI'S**

**BHARATIYA MAHAVIDYALAYA, MORSHI**

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

**ANNUAL QUALITY ASSURANCE REPORT**  
**2016-17**

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

**2016-17**

## **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/AQAR2016-17

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)
- AQAR2014-15 submitted on 14-03-2016 (DD/MM/YYYY)
- AQAR2015-16 submitted on 31-03-2017 (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	00		

## **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></td> <td>No</td> <td><input checked="" type="checkbox"/></td> </tr> </table>	Yes		No	<input checked="" type="checkbox"/>								
Yes		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 quarterly meetings are regularly organized by IQAC for the assessing the progress of NAAC work.
2. As the Parent University has sanctioned our proposal for new course “Bachelor of Science”. Arrangements for proper implementation of course are being monitored by IQAC.
3. The college once again enquired about the proposals for organization of National level seminars in Commerce, Economics and Marathi to UGC. The proposals are yet to be sanctioned by UGC.
4. All the teachers are encouraged to use ICT during their teaching.
5. The college committee members are asked to organize various activities.
6. The IQAC is keeping track of various curricular and co-curricular activities.

## 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	Outcome achieved
1) Improvement in Library services 2) Regular academic audit of the college. 3) Felicitation of the teachers who acquired Ph. D. Degree 4) Use of ICT for improving the effectiveness of Teaching-learning process. 5) Increasing awareness about Prevention of sexual harassment and gender sensitization.	1) The Library has started M-OPAC services for the students. This has led to increased awareness about library usage by the students. 2) Regular academic audit is being conducted by IQAC members. 3) Most of the staff members are working on their Ph. D. The teachers who acquired Ph. D. Degree were felicitated. 4) The staff members are using ICT for improving teaching-learning process. 5) The Grievance Redressal Cell organized awareness programme regarding Prevention of sexual harassment and gender sensitization.

\* Attach the Academic Calendar of the year as Annexure.

2.16 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) The IQAC has conducted 4 meetings of IQAC in a year.
- 2) The suggestions for the improvement of Teaching-learning were given to the teachers.
- 3) The teachers were asked to publish Research papers in various renowned Journals.
- 4) The departments were asked to organize National level seminars in their respective subjects.
- 5) Regular organization of Remedial and Bridge courses and guest lectures is being done by every department.
- 6) The Library was asked to purchase Science course books and subscribe more research journals.
- 7) The department of Physical Education conducts training programs for the students for entry in Defense Services.
- 8) The suggestions for improvement in infrastructural facilities required for Science course were discussed.

## **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	03	01	02	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
<b>Total</b>	<b>06</b>	<b>01</b>	<b>05</b>	<b>-</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	02
Trimester	00
Annual	03

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.

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

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
13	09	01	00	03

2.2 No. of permanent faculty with Ph.D.

08

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
10	1	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

28 (CHB)

-

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02	00	-
Presented papers	10	20	04
Resource Persons	0	01	-

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

- There teachers are asked to communicate and discuss the results of unit tests with the students and solve their difficulties immediately after completion of tests.
- The facebook page of the students and Mobile-OPAC systems are implemented for making library services more internet friendly.
- The students are supported and encouraged to appear for Competitive Exams. The teachers are providing regular guidance to them.
- The tree plantation programme is organized by NSS for making campus more green.
- Every department is provided to with internet facility for various research related work and improvement in ICT based teaching.
- The college has developed ICT based English Language Laboratory for ICT based teaching-learning.

- 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	171	00	24.56	61.40	14.03	33.33
B.COM.	88	00	81.08	10.81	8.10	42.05
M. A. Pol. Sci.	12	00	00	57.14	42.85	58.33
M. A. His.	25	00	00	26.66	73.33	60.00
M. Com.	21	00	57.89	42.10	00	90.48

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

1. Various methods for improving Teaching-learning process are discussed by IQAC in collaboration with teaching staff.
2. The analysis and evaluation of the results of annual exams and unit tests is done. The causes of decline in concerned subjects and remedial measures for improvement of results is done.
3. A Common test and Regular Unit tests are conducted and the results are communicated to the students. The results are communicated to the students and their difficulties are solved. The suggestions for improvement are provided by IQAC.
4. The methods of evaluation such as classroom seminars, projects, home assignments are also used for monitoring the progress of the students.
5. The study tours and field visits are organized giving on-job experiences to the students.
6. Various research journals and reference books are subscribed for further academic pursuits of the teachers. Suggestions for improving library services are provided by IQAC.
7. For weaker students organization of remedial coaching and bridge course is strengthened.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
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	07	05	-	-
Technical Staff	-	-	-	-

## Criterion – III

### 3. Research, Consultancy and Extension

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

1. Several teachers have presented papers in National/International conferences. The progress of teachers in research related work is evaluated by IQAC.
2. The IQAC encourages the teachers for paper presentation in various international, national and state level seminars and conferences.
3. The IQAC encourages the teachers to undertake major/minor research projects sponsored by UGC & provides necessary guidelines to them. The process of sanctioning these projects is in progress.
4. The IQAC encourages the teachers to for publication of book. One of the teacher has published her book.
5. It also encourages for paper publication in research journals. Some of the teachers have published their papers in Research journals.
6. 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 be sanctioned by UGC.
7. The IQAC encourages staff members to acquire Degree of Doctor of Philosophy in their concerned subjects.

#### 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	45000	-

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	-	04	-
Non-Peer Review Journals	-	02	-
e-Journals	-	03	-
Conference proceedings	-	31	-

#### 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	2016-17	UGC	175000	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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	Level	International	National	State	University	College
organized by the Institution	Number	00	00	00	1	00
	Sponsoring agencies	-	-	-	SGBAU	-

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	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  
and students registered under them

00

00

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

01

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

00

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 teachers and the students of college participate enthusiastically in various social extension activities and community services on individual basis or in group.
2. The N.S.S. unit of the college organizes Special Winter Camp during which the village is adopted and many social services are rendered in that village.
3. The Career Guidance seminars and guest lectures are organized regularly for entry in services and for preparation of Competitive Examinations.
4. Yoga classes for the students are also organized.
5. The Department of Physical education organizes coaching camps of various games in collaboration with local sports clubs.
6. The Department of Physical education also conducts coaching for students aspiring for services in Police and other forces. The results of this activity are excellent.
7. Various extension activities such as Tree plantation Drive, Cleanliness Drive, AIDS Awareness, Save Girl Child Campaign etc are organized within college campus.

## 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	-	-	-
Laboratories	03	-	-	-
Seminar Halls	01	-	-	-
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	-	<ul style="list-style-type: none"> <li>Ureka Forbes Vaccum cleaner</li> <li>Still Photo Camera</li> <li>Printer</li> </ul>	UGC	13990 17950 11800
Value of the equipment purchased during the year (Rs. in Lakhs)	-	Equipments	UGC	43740
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	108	39665	236	83315	344	11280
Reference Books	66	23700	125	45453	191	6153
e-Books	N-List		N-List			
Journals	26	19833	25	16162	51	35995
e-Journals	N-List		N-List			
Digital Database	N-List		N-List			
CD & Video	-		-		-	-
Others (specify)	29	4520	-	-	29	4520

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	58	01	03	02	01	04	01	02
Added	00	00	00	00	00	00	00	00
Total	58	01	03	02	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. The teachers are motivated to use computers in various academic pursuits such as teaching-learning, evaluation and research etc.
2. For making teaching ICT based, all departments of the college are provided with personal computers and Broadband internet connection. The teachers are taking benefit of this facility.
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 for effective teaching-learning process.
4. There is provision of Broadband internet connection and computers in library for the students on free-of-cost access. The students are getting benefited by this service.
5. There is provision of N-List services in the library for the benefit of teachers and students.
6. The students are encouraged to present their seminars on PPT.
7. There is well equipped Computer laboratory in the college. It is used by both staff and students.
8. The office work is partially computerized. There is provision of software for administration of admission and other office work.
9. The college has prepared modern English language laboratory with all ICT and other equipments.

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

i) ICT	306308
ii) Campus Infrastructure and facilities	227086
iii) Equipments	192028
iv) Others	231824
<b>Total :</b>	<b>957246</b>

## Criterion – V

### 5. Student Support and Progression

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

1. The Career Counselling Cell of the college is very active. It organizes various guest lectures related to preparation for various competitive examinations regularly
2. The job-related advertisements and various competitive examination advertisements are displayed on Notice board of the college.
3. Financial assistance is extended to economically weaker students through Teacher-Mentor Scheme
4. Personal counselling given by the Teachers for academic pursuits.
5. 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.
6. 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. This information is also made available on website of the college.
7. 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.
8. The Remedial coaching activities are regularly organized for weaker students.
9. The Bridge courses are organized for students from other faculties.
10. Mock Interviews and group discussion sessions are conducted at the departmental level.

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

For tracking the progression of the students, following records are being kept by the college:

- Yearly Self Appraisal (APIs) of the staff members.
- Records of Placements and increments of 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.
- Arranging formal or informal Teacher-parent/alumni gatherings.
- 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.
- Personal contacts with passed-out students to keep track of their progression.
- Every department maintains a record register about the progress of the students.
- Regular collection of Feedback from the stake holders.
- Record of the students who have got employment in various departments in being kept by the college.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1151	249	-	-

(b) No. of students outside the state

00

(c) No. of international students

00

Men	No	%	Women	No	%
	507	36.21		893	63.78

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
42	215	91	936	03	1287	36	223	98	1043	03	1400

Demand ratio: 1:1

Dropout %: 5.37

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

- The Student's counselling and guidance cell organizes guest lecture of eminent personalities for UPSC/MPSC and other competitive examinations guidance.
- It also Supports and guides students for placement in various govt. and non-govt. departments.
- Various advertisements of different Competitive examinations and Departments are displayed on the Notice board.
- Remedial Coaching classes for competitive examinations for the students of reserved categories are in place.
- Skill Development and Personality Development Programmes are conducted by the college.
- The department of Physical Education provides guidance to the students for preparing Police, Army and other force examinations.
- 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	00	SET/SLET	-	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	-

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

- There is Career counselling and guidance cell which provides regular counselling of the students for various job placements.
- It is done by other staff members as well.
- The guidance is provided to the students for appearing in various exams in Arts Commerce and Science fields.
- Student's interview and communication skills are developed by organizing classes for GD and PI.
- There are newspapers, magazines devoted to career guidance and job placement in the college library.
- The Department of Physical Education provides guidance for entry in Police and Army services.
- The resource persons are invited and guest lectures are organized for career guidance and counselling.

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.

- The "Grievance redressal cell for sexual harassment" is constituted in the college. It has organized University level seminar for the students and teaching staff.
- Local lady advocates are invited for "Legal Guidance" to the girl students.
- The college has organized guest lecture on "Prevention of sexual harassment".
- The girl students are regularly guided by Mrs. Dr. Lokhande who is authorized medical practitioner.

## 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	861	3388690
Financial support from other sources	11	26070
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

- 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 members of Management Council 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.
- The progress of all administrative and academic activities in communicated to the Management regularly.

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

#### 6.3.1 Curriculum Development

- The developments are in concurrence with the syllabi and framework provided by the Parent University.
- As the college follows the curriculum designed by the University, The teachers prepare teaching plans and follow accordingly.
- There is ample collection of reference books and text books in the library, the students are encouraged to read books such reference books, encyclopaedias along with the text books.
- There is provision of MOPAC system in Library.
- Practical periods are conducted as per the syllabi of the university.
- Increased use of ICT by the teachers is encouraged.
- Feedback from students related to implementation of curriculum is also taken.

#### 6.3.2 Teaching and Learning

- The Common test and unit tests are regularly organized for evaluation progress of teaching-learning process.
- The evaluation activities such as home assignments, group discussion, seminars, debates, quiz, viva, etc. regularly followed.
- For effective teaching, use of ICT and internet is encouraged.
- 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.
- There is provision of good number of books and other information materials in the college library.
- The college library has subscribed Research Journals for the teachers.
- The department of Commerce and Geography follows field activities such as surveys, case study, industrial visit and fieldwork.
- The Remedial Coaching classes are conducted.
- Along with this, the Bridge courses for students for other streams are conducted on holidays.

#### 6.3.3 Examination and Evaluation

- The Examination Committee is constituted in the college. It 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 communicated to the students.
- The results of these tests are discussed in the staff meetings and strategies to cope up are decided.
- The Annual and Semester Examinations are conducted according to the norms given by Parent University.
- Different types of evaluations methods such as Home assignments, classroom seminars, debates, projects, industrials tours and visits etc for evaluation of progress of the students are employed.

#### 6.3.4 Research and Development

- Three teachers are awarded with degree of Doctor of Philosophy.
- The teachers are participating in paper presentation at International and National Seminars and Conferences of their concerned subjects.
- Some of the teachers have published their research articles in National Journals.
- The teachers have applied for Minor and Major Research Projects.
- The college library has subscribed research journals of different subjects. Also there is provision of online research journals in the library.

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

- There is well furnished college library. There is provision of separate reading room for the staff and the students.
- There is provision of projector in the library.
- Various library softwares such as N-List, Shodhganga are purchased in the library.
- There is adequate 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.
- There is provision of personal computer to each department with Broadband internet connection.
- The college has good ICT facilities. There is separate computer laboratory with latest softwares and internet connection.
- There is well-equipped English Language Laboratory in the college.
- There is provision of audiovisual aids such as LCD Projector, printer, scanner etc.
- There are three well-equipped laboratories for science stream with all necessary

#### 6.3.6 Human Resource Management

- The recruitment of the staff members is done as per Government and university norms.
- The members of the staff avail various facilities such as leaves, additional increments, study leave for faculties perusing research purpose etc.
- The teaching and non-teaching staff is provided with various welfare schemes.
- Proper record of various documents related to appointment and placement of the staff members is being maintained in the office.
- There are committees for smooth conduct of various curricular and co-curricular activities within the college.
- Additionally, contributory teaching staff is appointed for non-grant courses.
- The Credit Cooperative Society provides financial assistance to the staff members if needed.

#### 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.
- Temporary teachers on Clock-hour basis are employed for Non-Grant courses.

#### 6.3.8 Industry Interaction / Collaboration

- 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

The students are given admissions according to norms laid down by 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 formal registration of “Alumni Association” is in progress. It will be completed at the earliest.
- The members expressed willingness to contribute to the development of the college by honouring meritorious students.
- The feedback and suggestions from the members are taken for improvements in college services.

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

- Regular meetings of Parent-Teacher Association were organized for communicating progress of their children.
- The members were informed about the steps taken by the college for enhancement of the quality of teaching-learning.
- The parents were asked to take care of the progress and attendance of their wards.
- Suggestions and plans for improvement of academic environment in the college were collected from them.

#### 6.13 Development programmes for support staff

- The college has appointed teachers on contributory basis as support staff for Non-grant courses.
- They are given complete cooperation in pursuing their further studies. They are given guidance for NET/SET preparations.
- They are provided guidance for pursuing the Degree of Doctor of Philosophy.
- The support staff has free access to various books in the library for pursuing their studies. They have free access in Computer laboratory for the practice of various softwares.
- They are involved in various academic activities organized by the college.
- They are financially supported, if needed, by regular staff members.

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

- The college organizes Tree plantation drive and planted several trees in the college campus for creating awareness among the students.
- There is well maintained garden in our college premises. The students are encouraged to take care of various plants in our premises.
- The use of plastic is discouraged. The waste products are properly managed.

## 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. The teachers are using ICT facilities provided to them for teaching and research work.
- The students are encouraged to attend library in extra hours for preparation of competitive examinations. They are provided with concerned literature. They are also made aware of M-OPAC facility.
- The coaching for Physical Fitness Examination is given to students for entry in Police and Army services is bringing results. Many students got employment in these departments.

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

- The college committees are formed for proper functioning of the college. All committees performed their assigned duties properly.
- The Board of study of various subjects have organized several lectures on subject-related topics.
- The co-curricular and extra-curricular activities are conducted as per the Academic Calendar of the college prepared at the onset of the year.
- The proposals for organization of National seminars of Commerce and Marathi are resubmitted to UGC.
- The proposals for Minor research projects are resubmitted to UGC.
- The IQAC has regularly performed academic audit of the college and provided recommendations for improvement.
- The staff members are encouraged to go for Orientation and Refresher courses in their concerned subjects. The staff members have attended refresher course in concerned subject.
- 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*)

- M-OPAC System
- Guidance for entry in Defense services

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

#### 7.4 Contribution to environmental awareness / protection

- The NSS department conducted tree plantation programme in the college campus and during residential camp at adopted village.
- As the city is surrounded by dense forest in nearby hilly area of Satpuda range, the tours are organized for creating nature awareness among students.
- The “Environmental studies” subject is compulsory for the first year students. Projects on Environmental study are given to the students.
- The Tree plantation programme, Cleanliness drives are organized and there is proper waste management.

#### 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. There is availability of various academic courses in the field of Arts, Commerce and Science at UG level. There is provision of PG Courses in Arts and Commerce.
2. There are adequate infrastructure and facilities to ensure better teaching-learning environment.
3. Several activities are organized for teaching, learning and evaluation process.
4. A committed and supportive management and authorities. Dedicated staff members.
5. The students are encouraged by the teachers through Teacher mentor scheme. The students are adopted by the teachers for further studies.
6. The students are encouraged to take active part in co-curricular and extracurricular activities.
7. The library of the college has extensive collection of text books and reference books.
8. Conducive atmosphere for pursuing research activities.
9. There is provision of required sports facilities.

##### **Weaknesses**

1. Research culture needs to be improved.
2. There are no professional courses.
3. There is limited use of ICT in teaching-learning Science related infrastructure needs to be improved.

##### **Opportunities**

1. There is scope for starting Science stream in the college at PG level.
2. The Research activities may be improved.
3. The PG programmes may be started in a few more subjects to retain the students for further studies. The college has submitted proposals for these courses.
4. There can be collaboration or memorandum of understating with nearby industries for better placement the students.
5. The infrastructural facilities such as classrooms and laboratories may be increased.

##### **Challenges**

1. The College has to develop proper strategy for improving teaching-learning environment.
2. The College needs to explore opportunities for starting new courses.

## 8. Plans of institution for next year

- Starting new courses at PG level in Science stream.
- Improvement of infrastructural facilities such as laboratories.
- Properly managed Teacher guardian scheme.
- Regular and timely feedback mechanism from various stake holders
- Improved and frequent use of ICT based Teaching-learning methods.
- Development of the Indoor and Outdoor sports facilities.
- Subscription of various online Journals and Books in the Library.
- Effective use of Computerized English Language Laboratory for improvement of English Communication skills of the students and the teachers.
- Better ICT based administration and academic activities.
- Creating collaborations and MoU with Industries and Organizations.

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

Name: **G. S. Meshram**

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

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

**Academic Calendar of the college****2016-17**

<b>Sr. No.</b>	<b>Title</b>	<b>Period</b>
<b>1</b>	<b>First session</b>	13-06-2016 to 22-10-2016
<b>2</b>	<b>Winter vacation</b>	23-10-2016 to 13-11-2016
<b>3</b>	<b>Second session</b>	14-11-2016 to 29-04-2017
<b>4</b>	<b>Summer vacation</b>	30-04-2017 to 11-06-2017

	<b>Date</b>	<b>Event/Activity</b>
<b>STAFF COUNCIL MEETINGS</b>		
1	22-08-2016	Staff Council Meeting
2	14-09-2016	Staff Council Meeting
3	04-01-2017	Staff Council Meeting
4	29-04-2017	Staff Council Meeting
<b>INTERNAL EXAMINATIONS</b>		
1	09-08-16 to 16-08-16	Unit Test
2	19-09-16 to 24-09-16	Unit Test
3	21-11-16 to 26-11-16	Unit Test
4	28-12-15 to 03-01-16	Unit Test
5	06-02-17 to 13-02-17	Common Test

NSS ACTIVITIES		
1	14-04-16	Birth anniversary of Dr. B. R. Ambedkar
2	21-06-16	International Yoga Day
3	01-07-16	Tree plantation Drive
4	14-08-16	Cleanliness Drive
5	20-08-16	Sadbhavna Din
6	27-08-16	Voter awareness rally
7	30-08-16	Personality Development Workshop
8	05-09-16	Teacher's Day
9	24-09-16	NSS Day celebration
10	02-10-16	Birth anniversary of Mahatma Gandhi and blood donation camp
11	14-11-16	Children's Day celebration
12	21-11-16	NSS Residential Camp at Ladki
13	26-11-16	Constitution day celebration
14	28-11-16	Mahatma Fule death anniversary
15	01-12-16	World AIDS Week
16	02-12-16	AIDS Awareness rally
17	06-12-16	Dr. B. R. Ambedkar death anniversary
18	11-12-16	Cleanliness Drive
19	20-12-16	Sant Gadgebaba death anniversary
20	27-12-16	Dr. Bhausaheb Deshmukh birth anniversary
21	03-01-17	Krantijyoti Savitribai Fule birth anniversary
22	11-01-17	Youth Leadership Workshop
23	12-01-17	Swami Vivekanand birth anniversary
24	30-01-17	"Martyrs Day" & Mahatma Gandhi death anniversary
25	19-02-17	Shivaji Maharaj birth anniversary
26	23-02-17	Sant Gadgebaba birth anniversary
27	20-03-17	Oath against addition
28	01-05-17	Maharashtra Din

**Analysis of feedback from the students****2016-17**

The college collected feedback from the final year students in the format prescribed by NAAC before conclusion of the session 2016-17. The students were asked to fill it carefully and sincerely.

- The students expressed satisfaction about the teaching methods adopted by the teachers.
- The students satisfied about the motivation and guidance provided by the teachers about academic activities.
- The students were satisfied about the Library facilities and services provided in the library.
- As the results are communicated to the students, the students expressed satisfaction about evaluation methods.
- The students expressed satisfaction about various facilities provided by the college for their co-curricular and extracurricular activities. .
- The students were satisfied about the social atmosphere in the college and NSS Community services.
- The students appreciated the quality of teaching and performance of the teachers.
- They satisfied with the way teaching-learning process is conducted.
- The students were satisfied about sports and cultural facilities provided by the college.

**Best Practices:**

For better and conducive educational atmosphere in the college several best practices are followed in the college. 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:** M-OPAC.

**2. Goals:**

1. The main goal was to provide 24 x 7 information about various library facilities and services available in the library.
2. To provide easy access to the library information on mobiles of the students and teachers.

**3. Context:**

For increased use of ICT and mobile technology for providing access to library services and facilities.

**4. The practice:**

1. The users are asked to download the app from Google play store.
2. The user has to register online for using this app.
3. The information such as Author of book, Title of book, Publisher of book, Keyword of book and related details is available on this app
4. This app services is provided to the students on free-of-cost basis.
5. The follow-up of users is being taken.

**5. Evidence of Success:**

1. As an evidence of success many students and teachers have downloaded this app on their mobile phones and are using it.
2. Many students are using this service as library ready reckonor.
3. The rate of book issue by the students and teachers is increased.
4. As it is Open access system, the services are being provided at ease and with speed.

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

1. Many of the students belong to poor families, so they do not own android mobiles.
2. Many of the students are weaker in using internet services.
3. The students frequently change mobile numbers.

## **Best Practice II**

**1. Title of the practice:** Guidance for entry in Defense Services.

**2. Goal:**

1. Provision of guidance and facilities to the interested students and alumni for entry in defense services such as Police and Armed forces.
2. To provide properly organized training to the students for improving their performance in Physical Efficiency Test and Written Test
3. Provide necessary infrastructure and facilities for regular training and preparation.
4. To provide information about various employment advertisements and opportunities.

**3. Context:**

1. As the scope for employability in Defense services is vast, the students can get benefited by such training and guidance. They can have honest and illustrious career avenue in Defense services.

**4. The practice:**

1. Regular training classes are organized for improving Physical efficiency and performance of the students in Physical Efficiency Test.
2. The interested students are provided with required equipment and infrastructural facilities for regular practice.
3. Their performance is evaluated on the basis of physical efficiency tests. The results are communicated to the students.
4. The books for written exam preparation are provided to the students. Proper guidance about using correct book is given.
5. The students are informed about their strengths and weaknesses.

**5. Evidence of success:**

1. Many students got recruited in Police and Armed forces.
2. A good number of students are taking advantage of this best practice. Many students attend these training classes on regular basis.

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

As such type of training required dedication and perseverance; the students who are not dedicated and committed leave the training in between and cannot achieve required success. The regularity of the students is the biggest problem. For implementation of this type of best practice, many equipments and facilities are required. Fortunately, most of the facilities are available in the college campus. Thus providing facilities, equipments and maintaining regularity of the students is the main concern.

**capuaqar@gmail.com**

AQAR 2014-15 submitted on 14-03-2016

AQAR 2015-16 submitted on 31-03-2017

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Respected Sir/Madam,

We are herewith sending AQAR 2014-15. Please accept it and oblige.

Thanking you.

Principal,  
Bharatiya Mahavidyalaya, Morshi  
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■

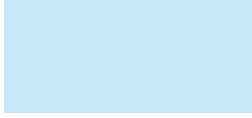
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