# *33Guidelines for the Creation of the*

# Internal Quality Assurance Cell (IQAC)

# and Submission of Annual Quality Assurance

# Report (AQAR) in Accredited Institutions

*(Revised in October 2013)*

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

## NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

*An Autonomous Institution of the University Grants Commission*

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

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

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2017 to June 30, 2018)*

## Part – A

## 1. Details of the Institution

1.1 Name of the Institution

> Shri. Mathuradas Mohota College of

1.2 Address Line 1

> Umrer road

Address Line 2

> Sakkardara Square

City/Town

> Nagpur

State

> Maharashtra

Pin Code

> 440009

Institution e-mail address

> mohotacollege@yahoo.co.in

Contact Nos.

> 0712-2744992

Name of the Head of the Institution:

> Dr. S.G.Charalwar

Tel. No. with STD Code:

> 0712-2744992

Mobile:

> 9823044640

Name of the IQAC Co-ordinator:

> Dr. (Mrs.) Rina Saha

Mobile: 9822724232

IQAC e-mail address: saha.rina.s@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*    MHCOGN 10186

1.4 **NAAC Executive Committee No. & Date:**    EC(SC)/22/A & A/3.3 dated 22-02-2017
    *(For Example EC/32/A&A/143 dated 3-5-2004.*
    *This EC no. is available in the right corner- bottom*
    *of your institution's Accreditation Certificate)*

1.5 Website address:    www.mohotasci.edu.in

        Web-link of the AQAR:    -----------

1.6 Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-------|-------|------|----------------------|-----------------|
| 1 | 1$^{st}$ Cycle | B+ | 2.79 | 2002 | |
| 2 | 2$^{nd}$ Cycle | B | 2.74 | 2010 | 2016 |
| 3 | 3$^{rd}$ Cycle | A | 3.10 | 2017 | 2022 |
| 4 | 4$^{th}$ Cycle | | | | |

1.7 Date of Establishment of IQAC :      DD/MM/YYYY    01-11-2005

**1.8 AQAR for the year** *(for example 2010-11)*    2017-2018

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*(for example AQAR 2016-17submitted to NAAC on 31-12-2017)*

    i.   AQAR _____2016-17_____(30/12/2017)

1.10 Institutional Status

University        State [✓] Central [ ] Deemed [ ] Private [ ]

Affiliated College        Yes [✓] No [ ]

Constituent College        Yes [ ] No [✓]

Autonomous college of UGC        Yes [ ] No [✓]

Regulatory Agency approved Institution        Yes [ ] No [✓]

(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 [ ]

1.11 Type of Faculty/Programme

Arts [ ]     Science [✓] Commerce [ ]   Law [ ]     PEI (Phys Edu) [ ]

TEI (Edu) [ ] Engineering [ ]     Health Science [ ]     Management [ ]

Others   (Specify)     | . |

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

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

Autonomy by State/Central Govt. / University | - |

University with Potential for Excellence | - |     UGC-CPE | |

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

## 2. IQAC Composition and Activities

2.1 No. of Teachers          07

2.2 No. of Administrative/Technical staff          01

2.3 No. of students          01

2.4 No. of Management representatives          01

2.5 No. of Alumni          02

2. 6  No. of any other stakeholder and

community representatives          01

2.7 No. of Employers/ Industrialists          01

2.8  No. of other External Experts          01

2.9 Total No. of members          15

2.10 No. of IQAC meetings held          03

2.11 No. of meetings with various stakeholders:          No.          Faculty   03

Non-Teaching Staff Students   02   Alumni   03   Others   02

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

If yes, mention the amount

---

2.13 Seminars and Conferences (only quality related)

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

Total Nos. [ ]  International [ ]  National [ ]  State [ ]  Institution Level [2]

(ii) Themes | Quality enhancement, teaching and learning |

2.14 Significant Activities and contributions made by IQAC

| Use of ICT, innovative courses, Improvement in Infrastructure, Cultural enhancement, sports 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 - 2017

| Plan of Action | Achievements |
|---|---|
| Use of smart boards, starting of new course, bridge courses and short term courses. | Achieved |

 * *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

- To introduce at least one value added course every year to each department.

- Science exhibition to be organize at intercollegiate level.

- To introduce software program by the faculty of computer department for getting complete attendance in their classes and exam of every student for every opted subject.

# Part – B

## Criterion – I

## 1. Curricular Aspects

1.1 Details about Academic Programmes

| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
|---|---|---|---|---|
| PhD | 02 | Nil | 02 | |
| PG | 05 | 01 | 05 | |
| UG | 10 | Nil | 02 | |
| PG Diploma | | | | |
| Advanced Diploma | | | | |
| Diploma | | | | |
| Certificate | 02 | | 6 Short Term Courses | 02 |
| Others | | | | |
| **Total** | 19 | 01 | 15 | 02 |

| Interdisciplinary | | | | |
|---|---|---|---|---|
| Innovative | Departmental Short term courses and multi skill programs | | | |

1.2  (i) Flexibility of the Curriculum: CBCS / Open options
     (ii) Pattern of programmes:

| Pattern | CBCS | No of Programs 05 |
|---|---|---|
| Semester | Semester | 15 (10 UG + 05 PG) |
| Trimester | -- | ---- |
| Annual | -- | ---- |

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

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

***Please provide an analysis of the feedback in the Annexure***

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

> Yes, the college teachers as BOS members, participate in revision of the syllabi from time to time

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 |
|---|---|---|---|---|---|
| UG | 83 | 07 | 17 |  | 59 |
| PG | 51 |  |  |  | 51 |

2.2 No. of permanent faculty with Ph.D.    22

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 |
|  | 12 |  |  |  |  |  |  |  |  |

2.4 No. of Guest and Visiting faculty and Temporary faculty

| Temporary | UG | PG |
|---|---|---|
|  | 59 | 51 |

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|---|---|---|---|
| Attended | 04 | 04 | 02 |
| Presented papers | 06 | 01 |  |
| Resource Persons |  | 01 |  |

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

1) Skill Based certificate courses – Sixteen
2) Use of Smart Boards and visualizers.
3) Interactive lectures by Experts.
4) Use of LCD as a routine in technique in teaching
5) Book review and Debate Competition
6) Use of E-resources
7) Field visits, Botanical  excursions
8) Group Discussion

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)

Examination pattern of the
parent Universities followed

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

| curriculum restructuring | revision | Syllabus development |
|---|---|---|
| 04 | 04 | 1 |

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise
distribution of pass percentage :

| Title of the Programme | Total no. of students appeared | Division | | | | |
|---|---|---|---|---|---|---|
| | | Distinction % | I % | II % | III % | Pass % |
| B.Sc. Sem. II | 360 | 3.75 | 42.10 | 54.13 | | 36.09 |
| B.Sc. Sem. IV | 409 | 10.59 | 52.31 | 35.09 | | 36.9 |
| B.Sc. Sem. VI | 235 | 03.62 | 38.40 | 41.30 | 16.66 | 58.72 |
| M.Sc. Botany Sem II | 19 | | 35.71 | 64.28 | | 73.06 |
| M.Sc. Botany Sem IV | 18 | 25 | 75 | | | 22.22 |
| M.Sc. Chemistry Sem II | 22 | | 60 | 08% | | 53 |
| M.Sc. Chemistry Sem IV | 20 | 10% | 90 | | | 90 |
| M.Sc. Physics Sem II | 20 | 10% | 55 | 05 | | 70 |
| M.Sc. Physics Sem IV | 17 | 18% | 29 | | | 47 |
| M.Sc. Mathematics Sem II | 21 | | 14 | | | 66 |
| M.Sc. Mathematics Sem IV | 15 | | 06 | | | 40 |
| M.Sc. Zoology Sem II | 20 | | 10 | 25 | | 35 |
| M.Sc. Zoology Sem IV | | | | | | |

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

1) Short term courses conducted successfully.

2) Academic calendar is prepared which is followed throughout the year

3) Staff promoted to use ICT Method for teaching learning

4) Alumni initiated skill development program for students

2.13 Initiatives undertaken towards faculty development

| *Faculty / Staff Development Programmes* | *Number of faculty benefitted* |
|---|---|
| Refresher courses | 01 |
| UGC – Faculty Improvement Programme | 01 |
| HRD programmes | 01 |
| Orientation programmes | 01 |
| Faculty exchange programme | -- |
| Staff training conducted by the university | -- |
| Staff training conducted by other institutions | -- |
| Summer / Winter schools, Workshops, etc. | 01 |
| 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 | 13 | 04 | | |
| Technical Staff | 34 | 12 | | |

# Criterion – III

## 3. Research, Consultancy and Extension

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

**Research Sensitization**:
The University has an elaborate policy for research promotion in the affiliated colleges, according to which it inspects and recognizes research laboratories; recognizes research guides from amongst the college teachers; conducts workshops on topics such as writing research proposals, research papers, methodology for thesis writing etc. The Lead College Scheme of the University is helpful for this purpose.

The college has extended the support services like instrumentation and internet facilities to the Students and staff. Collaborative research projects are undertaken with college teachers in some of the university departments.

**Research Promotion:**
A special committee of senior faculty members has been appointed by IQAC to formulate the research policy.

**Research Vision:**
The College strives to realize excellence in the thrust areas of the departmental research, undertake all types of consultancies, activate collaborative research for competitive outcomes, applicability and serviceability.

**Objectives**
1. To encourage the faculty, staff and students for quality research in the college.
2. To undertake consultancy services to research scholars and individuals.
3. To encourage the faculty to publish their research and scholarly works in reputed international journals and books.
4. To motivate researchers for patentability of their research work.

3.2    Details regarding major projects

|  | Completed | Ongoing | Sanctioned | Submitted |
|---|---|---|---|---|
| Number |  | 01 |  |  |
| Outlay in Rs. Lakhs |  | 24 Lac |  |  |

3.3    Details regarding minor projects

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

3.4    Details on research publications

|  | International | National | Others |
|---|---|---|---|
| Peer Review Journals | 03 | 03 | -- |
| Non-Peer Review Journals | 01 | -- | -- |
| e-Journals | -- | -- | -- |
| Conference proceedings | 07 | 01 | -- |

3.5 Details on Impact factor of publications:

Range [ 2.495 ] Average [ - ] h-index [ 4 ] Nos. in SCOPUS [ 01 ]

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 ( Botany) | Apr.2015-March-18 | DAE-BARNS | 24 Lac | 20 Lac |
| Minor Projects | | | | |
| Interdisciplinary Projects | | | | |
| Industry sponsored | | | | |
| Projects sponsored by the University/ College | | | | |
| Students research projects *(other than compulsory by the University)* | | | | |
| Any other(Specify) | | | | |
| Total | | | | |

3.7 No. of books published   i) With ISBN No.

II. Chapters in Edited Books

iii) 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    [ Rs. 450/- (Botany department) ]

3.11 No. of conferences

organized by the Institution

| Level | International | National | State | University | College |
|---|---|---|---|---|---|
| Number | -- | -- | -- | -- | 02 |
| Sponsoring agencies | | | | | 1-Self 1-Hi-Media |

3.12 No. of faculty served as experts, chairpersons or resource persons     05

- ▪ Dr J. N Ramteke Chairman for Inter University Workshop on Electro acoustics August 2017.
- ▪ Dr J. N Ramteke Invited as a resource person at Ambedkar College for Inter University Workshop on Electro acoustics August 2017 .
- ▪ Dr. Sambhaji Bhonsale Resource person at Jyotiba College of Physical Education December-2017.
- ▪ Dr. Sambhaji Bhonsale Resource person for NSS programm organize by Sevadal Mahila Mahavidyalaya on Jan.2018.
- ▪ Dr. S.K. Giri speakar for Tecnical session for National Seminar on Biodiversity in forest ecosystem on 4th Feb.2018.

3.13 No. of collaborations     International ☐   National ☐   Any other ☐

3.14 No. of linkages created during this year     01   ☐   ☐

3.15 Total budget for research for current year in lakhs :

From Funding agency   DAE-BRNS   From Management of University/College ☐

Total     12 Lacs

3.16 No. of patents received this year

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

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

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

3.18 No. of faculty from the Institution
    who are Ph. D. Guides     12
    and students registered under them     11

3.19 No. of Ph.D. awarded by faculty from the Institution     02

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

JRF ☐   SRF 01   Project Fellows ☐   Any other 01

3.21 No. of students Participated in NSS events:

| | | | |
|---|---|---|---|
| University level | 100 | State level | |
| National level | | International level | |

3.22 No. of students participated in NCC events:

| | | | |
|---|---|---|---|
| University level | 10 | State level | |
| National level | | International level | |

3.23 No. of Awards won in NSS:

| | | | |
|---|---|---|---|
| University level | | State level | |
| National level | 01 | International level | |

3.24 No. of Awards won in NCC:

| | | | |
|---|---|---|---|
| University level | | State level | |
| National level | 01 | International level | |

3.25 No. of Extension activities organized

| | | | |
|---|---|---|---|
| University forum | | College forum | |
| NCC | | NSS | 04 | Any other |

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

| Extension activities | 1. Raksha Bandhan Program at Panchawati Old age home, Umred Road, Nagpur on 10th Augest 2017. By Electronics Dept. |
|---|---|
| | 2. Bone density Camp, Org. by Women cell. |
| | 3. Sickle cell screening camp org. by Dept. of Zoology on 14th and 15th Sept. 2017. |
| | 4. Book Exhibition on 24th Jan. 2018. |
| | 5. Competitive Examination Books made available especially for SC/ST students. |
| | 6. Book Banks scheme for Economically poor Students. |
| | 7. Online free courses from Worldwide well known Universities and Institutions. |
| | 8. Book review Writing competition. |
| | 9. Poems writing competitions, Offered to students to submit their own pomes for competition. |
| | 10. Tribute to Dr. B.R. Ambedkar on Mahapari Nirwan Din on 06th Dec. 2017 in the Library. |
| | 11. Book reading competition for entire session of 2017-18. |
| | 12. Carrier development guidance during the whole session. |
| | 13. Summer coaching camp on "Self defence" for Boys and Girls. |

| Institutional Social Responsibility | 1. Children of nearby slum are trained for various local games and strengthening exercises during their summer holidays. They are provided with nutritious foods and fruits.<br><br>2. Students of college visit old age home, entertaining them and spend quality time by cooking and cleaning for them. |
|---|---|

## 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 | 369517.954 sq. ft. | -- | -- | 369517.954 sq. ft. |
| Class rooms | 12 Classrooms 7360.208 sq. ft. | -- | -- | 12 Classrooms 7360.208 sq. ft. |
| Laboratories | 09 Labs. 4301.402 sq. ft. | -- | -- | 09 Labs. 4301.402 sq. ft. |
| Seminar Halls | 01 | -- | -- | 01 |
| No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year. | -- | -- | -- | -- |
| Value of the equipment purchased during the year (Rs. in Lakhs) | -- | Rs. 352081 | UGC | Rs. 352081 |
| Others | -- | -- | -- | -- |

4.2 Computerization of administration and library

Computerization of administration and Library is completed.

4.3  Library services:

| | Existing | | Newly added | | Total | |
|---|---|---|---|---|---|---|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 29630 | Rs. 2743912 | 656 | Rs. 146997 | 30286 | Rs. 2890909 |
| Reference Books | 3290 | Rs. 305400 | 12 | Rs. 5270 | 3302 | Rs. 310670 |
| e-Books | -- | -- | -- | -- | -- | -- |
| Journals | 7100 | Rs. 305000 | 150 | Rs. 25000 | 7250 | 330000 |

| | | | | | |
|---|---|---|---|---|---|
| e-Journals | -- | -- | -- | -- | -- | -- |
| Digital Database | -- | -- | -- | -- | -- | -- |
| CD & Video | 165 | Rs. 15000 | 10 | 00 | 175 | Rs. 15000 |
| Others (specify) | INFLIBNET subscription allowed accessing 75000 e-books and 15000 e-journals, 800 e-books and 200 e-journals downloaded from open e-sources. | | | | | |

4.4 Technology up gradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Depart-ments | Others |
|---|---|---|---|---|---|---|---|---|
| Existing | 60 Computers, 07 Laptops | 01 | Yes | 01 | 01 | Internet facility | 10 | 5 Research labs |
| Added | -- | -- | -- | -- | -- | -- | -- | -- |
| Total | 60 Computers, 07 Laptops | 01 | Yes | 01 | 01 | yes | 10 | 5 Research labs |

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

LAN is completed in the Library. Networking upgraded with optic fibre with 10 mbps data. Previously it was 1 mbps limited data.

4.6 Amount spent on maintenance in lakhs :

i) ICT                                         Rs. 136168

ii) Campus Infrastructure and facilities       Rs. 488724

iii) Equipments                               Rs. 352081

iv) Others                                       --

**Total :**                               Rs. 976973

# Criterion – V
# 5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC plays a vital role in student support and progression by appointing various committees in the beginning of the year and declared the past performance in the meeting and discussed out the lacunas remain in the last year and set a target for the current academic year to all the departmental heads and in charge of the various associations to create awareness among the students and improve their participations in all activities related to academic, curricular and co-curricular activities.- Student Council; Soft Skill Programs; Fee concession scheme Field visits; Scholarship; Book Bank scheme; Industrial Tours.

5.2 Efforts made by the institution for tracking the progression

- IQAC monitoring the various activities organized by the departments and associations for the overall development of the students in academic, curricular and co-curricular activities to enhance his/her overall performance of the students. The IQAC gives the permission to the various departments and associations to carry out the systematic time bound program/activities for the students. Counselling of academically weak students. Remedial & Bridge courses for weak students are conducted. Viva and Tests after teaching of each chapter gets over. This is followed by Question/Answer session.

5.3 (a) Total Number of students

| UG | PG | Ph. D. | Others |
|---|---|---|---|
| 1026 | 176 | 07 | -- |

(b) No. of students outside the state

| 12 |
|---|

(c) No. of international students

| -- |
|---|

Men
| No | % |
|---|---|
| 407 | 33.86 |

Women
| No | % |
|---|---|
| 795 | 66.13 |

| Last Year 2016-17 | | | | | | This Year 2017-18 | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 175 | 132 | 32 | 710 | --- | 1079 | 202 | 151 | 58 | 791 | -- | 1202 |

Demand ratio 2:1     Dropout % 0.12

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

- Specialists of different field are invited to conduct guidance program.

-  For preparation of entrance exams like JAM, Special training program are conducted.

- Library availability, internet etc.

No. of students beneficiaries

| 200 |
|---|

---

5.5 No. of students qualified in these examinations -Nil

NET [ ]    SET/SLET [ ]    GATE [ -- ]    CAT [ ]

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

5.6 Details of student counselling and career guidance

- Awareness program for IIT-JAM (Joint Admission Test for M Sc) is organized by placement cell of our college.

No. of students benefitted    [ 120 ]

5.7 Details of campus placement

| On campus | | | Off Campus |
|---|---|---|---|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| 03 | 189 | 09 | -- |

5.8 Details of gender sensitization programmes

- Workshop on women centric themes such as  Woman's well Being, Infections, safety and protection • Women Empowerment and legal awareness are regularly conducted by the 5.9 Students Activities

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

State/ University level [ 21 ]    National level [ 03 ]    International level [ -- ]

No. of students participated in cultural events

State/ University level [ 10 ]    National level [ 10 ]    International level [ 03 ]

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

Sports  :  State/ University level [ 7-Gold, 3-Silver ]    National level [ --- ]    International level [ -- ]

Cultural: State/ University level [ 1 SELVER ]    National level [ 2 Gold 1 SELVER ]    International level [ --- ]

5.10 Scholarships and Financial Support

|  | Number of students | Amount |
|---|---|---|
| Financial support from institution | -- | -- |
| Financial support from government | 576 | 23,01,785 |
| Financial support from other sources | 48 | 4,41,567 (free ship) |
| Number of students who received International/ National recognitions | 01 (Sport) | 10,000 |

5.11   Student organised / initiatives

Fairs       : State/ University level   | 03 |   National level   | -- |   International level   | -- |

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

5.12   No. of social initiatives undertaken by the students   | 02 |

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

# Criterion – VI

## 6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

**Vision**The College strongly believes that advances in basic sciences will mainly contribute towards building powerful knowledge based, multicultural and highly developed society. We recognize crucial importance of academic freedom, shared governance, strong faculty & believe in undertaking proactive measures to keep pace with the changing world.

At our college science education is a fusion of class room teaching and practical. Faculty is committed to students and their quest for excellence in science, education and research. The college envisages development of mutual respect, leadership and quest for excellence among staff members and students.

**Mission** The fundamental mission of the college is to generate and disseminate knowledge in basic sciences to further the physical, economical and intellectual wellbeing of students and to motivate and enable students to seek highest levels of intellectual achievements and personal growth. The aim of the college is to create science graduates and postgraduates who will contribute to the progress of the nation in science and technology. At the same time, the college is committed to produce responsible citizens with a sense of integrity, honesty and more importantly having high moral values to the society.

6.2 Does the Institution has a management Information System

**Yes:** Management Information System is used in the functioning of the college for administrative process including Finances, Planning of purchases Admission process, Fee structure, student records enrolment and exam forms.

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

6.3.1  Curriculum Development

- ➢ The college is affiliated to RTM Nagpur University. The curriculum of the University is mandatory to all affiliating colleges.
- ➢ Some Teaching Faculties are members of Board of Studies.
- ➢ Suggestion regarding curricular changes are taken from students, parents, alumni etc and forwarded though BOS members.

6.3.2  Teaching and Learning

- ➢ Faculties are provided with all essential facilities for effective teaching
- ➢ Introduction of smart boards in several departments.
- ➢ Internet facility for Staff members.
- ➢ Classrooms are provided with LCD Projectors.
- ➢ Guest Lectures
- ➢ Group Discussions

- ➢ Class Seminars
- ➢ Paper Presentation
- ➢ Role play method of Teaching
- ➢ Educational Visits to Research Institutes
- ➢ Excursions
- ➢ Seminars and Conferences
- ➢ Educational Quiz.
- ➢ College level Certificate courses
- ➢ Celebration of significant days.
- ➢ The faculties are suggested to use interactive method for better learning

6.3.3 Examination and Evaluation

- ➢ The College follows the semester system
- ➢ Regular Unit Tests
- ➢ Briefing and workshop on preparation for University Exams
- ➢ Oral Test.
- ➢ As per the direction of university, 10/20 marks are assigned for internal assessment for each paper of different subjects.
- ➢ The students are assessed on the basis of class test, attendance, project assignments, seminar, study tour, industrial visits, visit to educational institutions and research organizations, field work, group discussions or any other innovative practice / activity

6.3.4 Research and Development

- ➢ Research Committee is established in the college to promote & monitor research culture, regularly posts information about forthcoming workshops, seminars and conferences.
- ➢ Research projects are undertaken by students of P. G. of all departments.
- ➢ Research cell comprising of faculty members of the college monitors the R&D of teaching faculty with regard to minor/major research projects.
- ➢ Equipment in State of the Art Research Labs are constantly updated.
- ➢ 2 Departments are recognized as a place of Higher Learning and Research
- ➢ Staff members are motivated to submit their research proposals to different funding agencies.
- ➢ Students are involved in faculty research project sanctioned by BARC
- ➢ Students are motivated to participate in research conventions like AVISHKAR, UPTA Seminars ect.
- ➢ Undergraduate students are also encouraged to participate in seminars workshops and conferences
- ➢ Digital Library available for the student which has online research journal along with E-Books

6.3.5  Library, ICT and physical infrastructure / instrumentation

> A library committee is formed which conducts annual meeting in consultation with departmental heads to update library and ICT facilities-the IQAC meets the library committee to discuss and give its suggestion.

> Digital Database subscribed in library.

> Staff and students have access to INFLIBNET (e-journal)

> Internet facility is made available to all students and faculty.

> The other facilities provided are digital camera, true copier, advanced printer, Scanner etc.

> Purchase of advanced instruments in several laboratories.

6.3.6  Human Resource Management

> Workshops, lecture series for Faculty Development Annually by inviting eminent speakers.

> The Non teaching staff and Technical are motivated for training programmes.

> The administration is fully decentralized and functional freedom is given to the head of respective department. Various other committees are constituted to monitor the purchases, co-curricular and other activities.

> There are many welfare schemes for staff and students like free medical check-up, group insurance.

> College/Company/ Industry personals and professional's are invited to give guidance to teachers, supporting staff and students.

> Teachers and supporting staff are appointed on fixed pay wherever there are vacancies.

6.3.7  Faculty and Staff recruitment

> The Management is the authority to recruit staff as per the norms stipulated by the UGC, Government of Maharashtra and University.

> Ad-Hoc or fixed pay appointments of teaching faculties on the basis of merit till the post are sanctioned by government agencies.

> Proper procedure is followed for the recruitment of staff (part time/full time /teaching support) for self financing course too.

6.3.8   Industry Interaction / Collaboration

> ➢ Educational tours are conducted by various departments to industries.
>
> ➢ Various Departments have both formal and informal linkages and collaborations with other institutes of higher learning and these are utilized for the fruitful completion of curriculum and research work.
>
> ➢ Visit to mines, offices, laboratories, factories etc.
>
> ➢ Collaboration with:-
>
>   1. Govigyan Anusandhan Kendra, Devlapar.
>
>   2. Department of Chemistry, Kamla Nehru Mahavidyalaya, Nagpur.
>
>   3. Department of Chemistry. Tayawade College, Koradi.

6.3.9   Admission of Students

> ➢ Students counseling is provided at the time of admissions
>
> ➢ Admission related matter posted on the Newspaper and website
>
> ➢ All reservation policies are followed .Admissions are as per merit
>
> ➢ Distribution of prospectus starts after the declaration the result of HSSC Examination

6.4 Welfare schemes for

| Teaching | Governmental |
|---|---|
| Non teaching | --- do --- |
| Students | --- do --- |

6.5 Total corpus fund generated        ------

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

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

| Audit Type | External | | Internal | |
|---|---|---|---|---|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | | | | |
| Administrative | yes | Govt | Yes | -- |

6.8 Does the University/ Autonomous College declares 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?

> As the college is affiliated to RTM Nagpur University, we do not have autonomy for executing examination reforms.

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

> - Alumni association is very active, It contributes for the personality development , soft skill etc organises many health check up , dental check up camp every year.
>
> - Alumni meets are conducted and suggestions regarding curriculum development are given.
>
> - Alumni in its annual meet freely and frankly present their views about the college and put up their suggestion what they deem fit for the betterment of the college.
>
> - Meritorious Alumni interaction with students for career guidance and learning process.
>
> - Students alumni interaction is done and sharing of information regarding industrial opening is done.

6.12 Activities and support from the Parent – Teacher Association

> - Annual meetings, suggestions for infra-structure developments, latest trends, financial support generation, etc
>
> - Alumni Society is registered with charity commissioner's office.
>
> - Annual meetings are held and an interactive session of Principal and teachers with parents at the beginning of each academic session is conducted.
>
> - A feedback are invited from the parents/guardians in the form of a Structured Questionnaire for suggestions regarding curriculum development.

6.13 Development programmes for support staff

There are several programs for development of the staff members of the college, some of them are:
Facilities for different trainings

 ➢ They are motivated and allowed to attend training programmes.

 ➢ The promotions and placements at higher scales are done regularly, at proper time.

 ➢ Trainings are conducted for soft skill development, computer awareness, Use of ICT. Etc.

 ➢ SMM employees cooperative Society of the college helps them in saving, and getting loan

   facilities.

 ➢ A very healthy work culture.

 ➢ Best Teaching/non teaching staff award to male and female staff

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

 ➢ Solid waste management by decomposting garden waste into vermin composting pit

 ➢ Rain Water Harvesting project by department of Geology

 ➢ Emphasis on more plantations to make environment clean and green

 ➢ Cleanliness drive Swaccha Bharat Abhiyan by NSS &volunteers

 ➢ Saplings given as mementos to felicitate the Guests.

 ➢ College has a Nature Club which creates environmental awareness

 ➢ Students are also required to switch off electric gadgets, and minimize the use of paper.
   Waste bins are provided extensively to prevent littering.

 ➢ A campus cleaning day is organized by NSS and staff  during Gandhi Jayanti

 ➢ The Department of Botany has enhanced botanical garden in the campus.

## Criterion – VII

## 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.
- Multi skill development program other than regular courses.
- RTM Nagpur University Intercollegiate various sports tournaments organized under skill oriented program other than regular batches

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year
- Organized expert lectures by chemistry department.
- Expert lectures organized by sports department.
- MOU with Maharashtra Kamgar Kalyan swimming pool for various competitions

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*
- Summer basic coaching camp for different age groups students and advanced training camp for boys and girls organized by sport department.
- Self funded symposium on RDCME-17 organized by electronics department- 18th July 2017.
- Raksha bandhan program at panchwati old age home, Nagpur- 10th August 2017.
- Students class room seminar and quiz competition organized by chemistry department.
- Short term courses conducted by all departments.
    *Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection
- Organized National sport events.
- Tree plantation
- Organized environmental awareness program for students by Botany department.
- Conduct course on Environmental conservation through charts or Models by Zoology department
- Cleanliness drive organized by NSS.

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

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)-
**Strength**
- Pollution-free campus with rich biodiversity
- Post-graduate departments in five subjects.
- Strong research output in terms of publications
- Earn and Learn' Scheme for needy students
- Management provides full support for upliftment of students and faculties for academic as well as social development.

**Weaknesses**:
- Desired number of international students not yet achieved.
- Placement statistics is average and requires improvement with intensive efforts.

**Opportunities** :
- Scope for professional consultancies.
- Enriching curriculum with focus on skill-based aspects with a view to enhance employability.
- Provision for better infrastructure for research scholars.

**Threats**:
- Absence of major industries in the vicinity.


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

Disaster Management program will be organized by sport department.


*Name* **Dr. Mrs R.S. Saha**                                        *Name* **Dr. S.G.Charalwar**

_____                    _____

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

_____***_____

**Abbreviations:**

| | | |
|---|---|---|
| CAS | - | Career Advanced Scheme |
| CAT | - | Common Admission Test |
| CBCS | - | Choice Based Credit System |
| CE | - | Centre for Excellence |
| COP | - | Career Oriented Programme |
| CPE | - | College with Potential for Excellence |
| DPE | - | Department with Potential for Excellence |
| GATE | - | Graduate Aptitude Test |
| NET | - | National Eligibility Test |
| PEI | - | Physical Education Institution |
| SAP | - | Special Assistance Programme |
| SF | - | Self Financing |
| SLET | - | State Level Eligibility Test |
| TEI | - | Teacher Education Institution |
| UPE | - | University with Potential Excellence |
| UPSC | - | Union Public Service Commission |

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