

# Annual Quality Assurance Report (AQAR)



(Revised in October 2013)

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.

Note:

The NAAC Accredited institutions need to submit only the soft copy as word file (.doc/.docx) through e-mail ([capuaqar@gmail.com](mailto:capuaqar@gmail.com)). The file name needs to be submitted with Track ID of the institution and College Name. For example MHCOGN16601-Samudra Arts and Science College, Taliamegu-Maharashtra.doc or EC\_32\_A&A\_143 dated 3-5-2004-Samudra Arts and Science College, Taliamegu-Maharashtra.doc. The Higher Education Institutions need not submit the printed/hard copy to NAAC. The acknowledgements would be sent to the institutions through e-mail.

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

**AQAR for the year (for example 2013-14)**

2017-2018

### I. Details of the Institution

1.1 Name of the Institution

Mahila Mahavidyalaya

1.2 Address Line 1

152, Nandanvan layout, Nagpur.

Address Line 2

152, Nandanvan layout, Nagpur.

City/Town

Nagpur

State

Pin Code

Institution e-mail address

Contact Nos.

√ Name of the Head of the Institution:

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

**OR**

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

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

#### 1.6 Accreditation Details

S. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	2.70	2004	March 2011
2	2 <sup>nd</sup> Cycle	B	2.71	2010	8 Jan 2016

3	3 <sup>rd</sup> Cycle	A	3.01	2016	5 <sup>th</sup> November,2016
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1.7 Date of Establishment of IQAC : DD/MM/YYYY

01/02/2005

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

- i. AQAR 28 /04/2012 (DD/MM/YYYY)
- ii. AQAR 28 /04/2013 (DD/MM/YYYY)
- iii. AQAR 28 /04/2014 (DD/MM/YYYY)
- iv. AQAR 28 /04/2015 (DD/MM/YYYY)
- v. AQAR 28/4/2016 ✓

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)

B.Tech Cosmetic Technology

1.11 Name of the Affiliating University (*for the Colleges*)

Rashtrasant Tukdoji Maharaj  
Nagpur University , Nagpur

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

Autonomy by State/Central Govt. / University

UGC

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

04

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

02

2.4 No. of Management representatives

3

2.5 No. of Alumni

2

2.6 No. of any other stakeholder and  
community representatives

4

2.7 No. of Employers/ Industrialists

2

2.8 No. of other External Experts

4

2.9 Total No. of members

23

2.10 No. of IQAC meetings held

8

02

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

Non-Teaching Staff  Students  Alumni  Others

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

(ii) Themes International: -  
National: i)Recent trends in ECCE -Issues and Challenges Ahead.  
Institutional level:1.Content Writing. 2.Sexual Harassment and legal provisions.

2.14 Significant Activities and contributions made by IQAC .

- i. IQAC has encouraged teachers to extend their expertise in designing the curriculum at University level.
- ii. IQAC encouraged teachers to work as a facilitators in the classroom and this has been done every years after taking feedback of students by IQAC.
- iii. Stand up activities (Entrepreneurship development ) for students.
- iv. IQAC has also encouraged research programs for research students.
- v. IQAC along with LRC of the College has develop various teaching and learning activities .
- vi. Students progression and Support are the most important features for an institution. Hence IQAC deals with all programs organized at college level from time to time for the students .(10 activities)
- vii. IQAC also informed and involved management people about the progress of the IQAC goal.
- viii. Organized interactive programme and visit for students of History by Dr. Cathleen Cummings, Associate Professor, Alabama University, US.
- ix. The best practices carried out in the institution were regularly informed and monitor by the IQAC team.
- x. Workshop on 'SWAYAM'.

2.15 Plan of Action by IQAC/Outcome.

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
The plan was chalked out to invite CSR fund for the development and enhancement of quality among students.	Process of collaborations has been started with 'Pathfinder' -development of innovative science lab, Vidarbha Economic Development (VED) for development of education as tourist guide, initiatives has been started with CIPLA company

	for health issues and HCL foundation, Mihaan Nagpur and SEZ, Noida.
Competitive examination classes for students.	Orientation programme for competitive examination was organized. Classes started.
Organization of various competitions for students.	Good response by students received.
Stand up Activities (Entrepreneurship activity) for students.	Activities conducted and revenue generated by the students.

\* Attach the Academic Calendar of the year as Annexure

Sr.No.	Span of Days	Description
1.	5 to 11 May	Admission Process of XII Class
2.	1st Week of June	Result of XII std.
3.	2 to 30 June 2017	B.A. First Year - Admission
3.	21 June to 15 July 2017	B.Tect(Cosmetic) - Admission
4.	23 June to 5 Aug 2017	B.A. 3rd Year - Admission
5.	23 June to 5 Aug 2017	B.A. 2nd Year - Admission
6.	10 July to 5 Aug 2017	Post Graduation Admission (Marathi,Eng, Pub. Adm.,Eco, Hom.Eco.)
7.	1 July 2017	XI,XII,B.A. 1st Yr.,IInd Yr- Regular Classes
8.	11 July 2017	World Population Day Program
9.	11 July 2017	B.A. IIIrd Yr Post Greducation regular clasess starts (Marathi,Eng, Pub. Adm.,Eco.,Hom.Eco)
10.	1 to 30 July 2017	Alumni Registration
11.	15 Aug 2017	Independance Day
12.	16 to 21 Aug 2017	Freshes Day (B.Tech Cosmetic Deot.)
13.	Aug 2017	Parent - Teachers Meeting
14.	9 to 14 Aug 2017	Book Exhibition
15.	1 to 31 Aug 2017	NSS/Population Education Program
16.	8 Sept.2017	World Literacy Day
17.	8 Sept.2017	Womens Study Centre Program Enrolment
18.	30 Sept 2017	D.Lakshi Narayan Day
19.	2 Oct. 2017	Gandhi Jayanti
20.	Oct - Nov 2017	Diwali Vacation
21.	Dec.2017	1.)Late. D.W. Fadnavis Memorial Lecture 2.)Alumni Association Meeting 3.)College Day 4.)Medical Examination 5.)Physical Camp (B.A.I, II,III Yr.)
22.	Jan 2018 Ist Week	Home- .Economic Day
23.	26 Jan 2018	1.)Republic Day 2.)"Nivedita" and Manuscript Released
24.	Feb 2018	Fare well
25.	Feb 2018	College Preliems Exam (B.A.I,II,III Yr)

26.	Feb 2018	Class XII Board Examination
27.	March 2018	PG Preparatory Examination
28.	March and April 2018	University Examination

2.15 Whether the AQAR was placed in statutory body      Yes       No

Management       Syndicate       Any other body

Provide the details of the action taken

1. Conduct of regular meetings.
2. Local Management Committee is in regular touch with students and teachers activities. In 2017-18, the President of Stree Shikshan Prasarak Mandal (SSPM) Started the programme 'Helo Professor part II ,include college level research projects for students and to presents the results in the form of ppt and publication of research papers to inculcate research culture among students and teachers.

## 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	05	01		
PG	05	0		
UG	02	0		
PG Diploma	0	0		
Advanced Diploma	01	0	01	
Diploma	01	0	01	
Certificate	15	02	20	20
Others	0	02		
<b>Total</b>	<b>39</b>	<b>5</b>	<b>22</b>	<b>20</b>
Interdisciplinary	12			
Innovative	04	04	04	

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	05
Trimester	Nil
Annual	Nil

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.

Update of syllabi of all subject is done under the BOS, RTMNU.

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

RTMNU recognized Research Centre started/Incubation centre

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
14	10	04	00	-

2.2 No. of permanent faculty with Ph.D.

12

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
Nil	Nil	Nil	Nil	-	-	-	-	Nil	Nil

2.4 No. of Guest and Visiting faculty and Temporary faculty

20

20

19

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	03	34	02
Presented papers	02	22	02
Resource Persons	01	07	01

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



- i. Class wise course plan in a term ( 1st term July to Oct and 2<sup>nd</sup> term Nov to Feb every year) in daily diary by all departments ( BA and B Tech cosmetic).
- ii. Every year a meeting of faculty members are called to plan out the strategies for teaching-learning and evaluation methods for the next academic year in the month of April. Separate committees are constituted e.g. for time table, daily diary, examination, attendance, etc.
- iii. The components of academic calendar are- 1. Time-table. 2. Daily diary. 3. Planning by Learning Resource Center, about book display, book-bank schemes etc for the year. 4. Attendance registers. 5. The work load distribution to the faculty by the Heads of the departments.6. Examination schedules etc.
- iv. For COP and skill development courses the timings were allotted and adjusted in accordance with the general time-table for the benefit of the college and external students.
- v. KNIT, Bridge and Link courses.
- vi. The daily diary is the core of teaching-learning process. The teachers divide the prescribed course in two parts for the two sessions.
- vii. The coordinators of COP courses have to submit academic calendar in the beginning of academic session.
- viii. It is a regular practice of the teachers to submit their teaching plan for effective and innovative teaching methods to be implemented in the current session.
- ix. The planning of the course content to be taught is planned by the teachers well in advance.
- x. The committee is constituted for internal evaluation process. The committee decides the month and time table for conducting the unit tests and preparatory examination. Facilitators evaluate students by giving various activities.
- xi. Mentoring of the advanced learners was done and encouragement is given to the slow learners to do better.
- xii. The conduct of the examination after compilation of COP courses was done with credits and grades. Certificates were distributed at the hands of eminent local dignitaries for their special guidance and publicity.
- xiii. The Open University courses (YCMOU) have its own T/L and E methods which are followed meticulously.
- xiv. Planning for B. Tech cosmetic technology four year degree course- Provides knowledge & understanding of various disciplines within cosmetic science & technology, organization & management of Cosmetics, Toiletries', & Perfume Industry
  - a. The course is designed for the Students who want a carrier and critical learning In Cosmetic Industry and provides the Critical & Evaluating Skills to be able to become a Professional Scientist

Course Content for teaching and learning: it is related Pure & Applied Science formulation, Development, Quality Control & Industry operations.

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

180
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2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

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

5	08	5
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2.10 Average percentage of attendance of students

76
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2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A. -I sem	277	-	11	19	06	13
B.A. -II Sem	256	02	13	17	01	12.89
B.A.- III Sem	114	02	13	10	02	23.68
B.A.-IV Sem	104	02	22	17	03	42.30
B.A.III (Annual )	146	11	03	23	10	32.19
Cos.Tech. - I Sem	34	-	02	06	-	32.19
Cos.Tech. - II Sem	33	-	03	05	04	36.36
Cos.Tech. -III Sem	14	-	01	01	02	28.57
Cos.Tech. -final year (Annual)	05		01	01	01	60
M.A.(Eco.)-I	(Sem –I) - 25	-	-		-	88%
	(Sem –II)-22	-	-		-	36.36%
M.A.(Eco.)-II	(Sem –III)-08	-			-	50%
	(Sem-IV)-04	-			-	50%
M.A.(ELT)-I	(Sem –I)-40	-	-		-	55%
	(Sem –II)-22	-	-		-	31.03%
M.A.(ELT)-II	(Sem –III)-20	-	-		-	25%
	(Sem –IV)-13	-			-	23.08%
M.A.(MLT)-I	(Sem –I)-19	-			-	71.43%
	(Sem –II)-18				-	61.11%
M.A.(MLT)-II	(Sem –III)-14	-	-		-	92.86%
	(Sem –IV)-14	02			-	100%
M.A.(H.Eco.)-I	(Sem –I)-06					100%
	(Sem –II)-06			-	-	83.33%
M.A.(H.Eco.)-II	(Sem –III)-05					92.00%
	(Sem –IV)-05	03				95%
M.A.(Pol.Sci.)-I	(Sem –I)-45				-	71.11%
	(Sem –II)-32	-			-	62.05%
M.A.(Pol.Sci.)-II	(Sem –III)-20	-			-	75%
	(Sem –IV)-20				-	76%

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

IQAC has a big role in improving teaching learning process. Every year 4 to 5 meetings has been arranged to discuss analyzed and plan for the improvement of teaching learning process. It is as follows-

- i) Principal inform teachers to adopt different participatory teaching methods in the class room. For this purpose smart room, computer rooms have been established.

- ii) IQAC coordinator discusses and informs principal about the use of different methods, used by every subject teacher in every month.
- iii) Coordinator of IQAC and other members are encouraging students and teacher to follow innovative and modern teaching method like- brain storming, poster presentation, model formation, question and answer method, PPT, You-tube, use of web site, visits, exhibition, wall magazine activity etc.
- iv) The teachers of the college are constantly being motivated to increase their role as facilitator and innovative and modern method should be use 60% in the class per year.

#### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	04
UGC – Faculty Improvement Programme	02
HRD programmes	02
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	03
Staff training conducted by other institutions	16
Summer / Winter schools, Workshops, etc.	02
Others	05

#### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	09	02	-Nil	02
Technical Staff	Nil	02	Nil	02

### Criterion – III

### 3. Research, Consultancy and Extension

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

IQAC has initiated number of programs during 2017-18 in the institution.

- i) 60 hours Pre Ph.D program (recognized by RTMNU) has been organized for research students .
- ii) Research sensitization has been done for student and teachers for research activities.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	01	-	-

Outlay in Rs. Lakhs	20,0000.00	-	00	Yes, (In Advisory body.)
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### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	0	-
Outlay in Rs. Lakhs	-	-	0	-

### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	02	15	15
Non-Peer Review Journals	00	-	
e-Journals	-	02	-
Conference proceedings	-	05	8

### 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(Advisory Committee)	2017-18	ICSSR	20,0000.00	On Advisory body .
Minor Projects	-	-	-	-
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College	04			
Students research projects <i>(other than compulsory by the University)</i>	2017	Seed Money by College		
Any other(Specify)	2017-18	Self(Students research projects)	-	
Total			20,15000.00	

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

Rs. 1,20000.00

3.11 No. of conferences

organized by the Institution

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

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

3.13 No. of collaborations

International

02

National

02

Any other

03

3.14 No. of linkages created during this year

03

3.15 Total budget for research for current year in lakhs :

From Funding agency

Nil

From Management of University/College

50,000/-

Total

50,000.

3.16 No. of patents received this year

Type of Patent		Number
National	-	
International	-	
Commercialised	-	

3.17 No. of research awards/ recognitions by faculty and research fellows

received

Of the institute in the year

Total	International	National	State	University	Dist	College
		01			-	

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

06

and students registered under them -

11

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

03

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

JRF

SRF

2

Project Fellows

Any other

3.21 No. of students Participated in NSS events:

University level

10

State level

NIL

National level

International level

3.22 No. of students participated in NCC events:

University level  State level   
 National level  International level

3.23 No. of Awards won in NSS:

University level  State level   
 National level  International level

3.24 No. of Awards won in NCC:

University level  State level   
 National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
 NCC  NSS  Any other

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

- i. Screening camp of Sickle Cell for students.
- ii. Screening camp of eyes for students, teachers and parents..
- iii. Voting Awareness program
- iv. Interschool and intercollegiate FORT MAKING competition,
- v. Poster competition on 'Peace'
- vi. Cleanliness campaign under "Swachha Bharat Abhiyan".
- vii. Mid day Meal for college students (Self funded, institutional funded Khichadi).
- viii.

## 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	2 Acr	Flooring from the main gate, additional cable for Wi-Fi facility, changed drainage system, vending machine for hostel girls etc.	Institution	-
Class rooms	24	-	-	24
Laboratories	06	Renovation of laboratory of Home	Management	06

		Economics		
Seminar Halls	01	-	-	-
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.		05	UGC	
Value of the equipment purchased during the year (Rs. in Lakhs)	-	1,50000.00	UGC/institution	-
Others	-	-	-	-

#### 4.2 Computerization of administration and library

- i. College Management Software
- ii. OPAC
- iii. LIB MAN
- iv. SMS Facility

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
<b>Text Books</b>	8016	Rs. 3738687.871	<b>325</b>	Rs.132948.0 0	8341	Rs.3871635. 871
<b>Reference Books</b>	13854		<b>172</b>		14026	
<b>e-Books</b>	Access through N-LIST-					
<b>Journals</b>	23	Rs.19590.00	06	Rs.4447.00	29	Rs. 24037.00
<b>e-Journals</b>		00	Through N-LIST	00	Through N-LIST	5900.00 yearly membership
<b>Digital Database</b>	-	-	-	-	-	-
<b>CD &amp; Video</b>	81	-	02	Rs.1800.00	82	Rs.1800.00
<b>Others (specify)</b>						
<b>1. Gifted-</b>	<b>2043</b>	00	39	-	2082	
<b>2. Bound Volume</b>	1107	-	76	-	1183	-
<b>3. Other-</b>						
<b>i) Projects</b>	170,203,145					
<b>ii) DIS/Dissertation /MRP</b>	49	-	02	-	49	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	65	2	04		2	1	2	0
Added	05	-	01		2	1	2	0
Total	70	02	05		4	2	4	0

- 4.5 Computer, Internet access, training to teachers and students and any other programme for technology Up gradation (Networking, e-Governance etc.)
- i. Computer - 70
  - ii. Training to teachers – Internet awareness, Moodle clouding ,Teacher in U, Meditation and stress management.

4.6 Amount spent on maintenance in lakhs :

i) ICT	41800.00
ii) Campus Infrastructure and facilities	1,00000.00
iii) Equipments	38000.00
iv) Others	10000,00
<b>Total :</b>	2,10000.00

## Criterion – V

### 5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- i. Principal coordinator teachers involved in IQAC inform students about different programs to be conducted in college every year.
  - ii. Students were also supported by LRC and teachers by providing different information and knowledge to prepare themselves for debate, education, essay etc.
  - iii. IQAC also informs about ICT enabled course for students.
  - iv. IQAC and coordinators of COP do plan for students support services like employability etc.
- v) IQAC motivated the students to participate state level entrepreneurship activities UDYOJIKI along with alumni, and won ‘best salesmanship award’.
- vi) IQAC motivated to students to participate in a Poster making and presentation competition in a National level seminar, and won first prize.(Ms.suchita Chincholkar).
- vii)IQAC motivated students to participate in various competitions. Sonal Tekam received third prize in state level poster making competition,Dhanashree Nimje won first prize in intercollegiate ‘MIMICKRI’ competition.
- vii) A career counselling session was organized for students.
- vii) IQAC encouraged the students of B.Tech to conduct ‘Self Grooming’ activity .A revenue of Rs.5000.00 was generated by this activity.

5.2 Efforts made by the institution for tracking the progression

- i. Feedback mechanism and its implementation .
- ii. Teachers were asked to submit their reports about how they helped students in various ways like academic, psychological etc.
- iii. Changing attitude of the students and teachers role to support them were always discussed and policy them were always discussed and policy was framed for support and maintaining disciplines in the college.
- iv. Progressive students were given extra support like extra books to read, to conduct the program , to take initiatives for study and skill development.



## 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
590	149	08	20

(b) No. of students outside the state

-

(c) No. of international students

-

Men	No	%	Women	No	%
	-	-			

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
210	157	70	334	05	771	119	130	132	354	04	739

Demand ratio 3:3

Dropout % - 66%

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

- i. Yes we have coaching classes for competitive examination which comprises of preparation of examination for UPSC, MPSC, Banking and Finance, Railway exams, NET, SET exam etc.
- ii. Orientation programme for students for preparation of competitive exam was conducted.
- iii. A sensitization programme on competitive exam in collaboration with Nathe publications for student was conducted.
  - ii) We have very good collection of books in library for the preparation of these examinations.
  - iii) We provide reprographic facility for the admitted students for such classes.

No. of students beneficiaries

70

## 5.5 No. of students qualified in these examinations

NET	<input type="text"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	59

## 5.6 Details of student counselling and career guidance

- i. This year college has conducted 4 career guidance and 6 students counseling session.
- ii. We have provided guidance for B.A. and B. Tech Students for different area like entrepreneurship development.
- iii. Bio-field image viewer –Aura Testing ,writing for Media ,Banking And Finance , LIC, Naturopathy.
- iv. Business Communication and Motivational speaker etc.
- v. Training programme on insurance sector.
- vi. Acupressure, reflexology classes.

No. of students benefitted

314

## 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
5 (YUVA)	25	18	5

### 5.8 Details of gender sensitization programmes

College is involved in Gender sensitization program from the month of July .

We start this program on international Women’s day and we have conducted following program to sensitized women .

- i) Workshop on ‘Prevention of Sexual Harassment at workplace’. On the same topic workshop was conducted along with role play and drama for awareness in Government Indian Technical Institution (ITI).
- ii) Intercollegiate street play competition on ‘Beti padho, Desh Padhao’ in collaboration with organization of Mission of ‘Beti Bachao’, Nagpur chapter.

### 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	26	Rs.7246.00
Financial support from government	531	Rs.769938.00
Financial support from other sources	05	Rs.10,000.00
Number of students who received International/ National recognitions	02	Rs.10000.00

### 5.11 Student organised / initiatives

Fairs : 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: \_\_\_\_\_ - \_\_\_\_\_

**Criterion – VI****6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

- i. Vision: Empower Women in various fields by enhancing power within them.
- ii. Mission: Enrich employability of women of our institution.

6.2 Does the Institution has a management Information System

- i) Yes, College management software with SMS facility

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

## 6.3.1 Curriculum Development

The Institute always encourage teachers for enhancement in curriculum in following ways:

- i) Teachers are asked to have meeting with board of studies of their respective subjects and try to improve the quality as per the need of the curriculum.
- ii) Curriculum should contain local issues and some topics the institute asked teachers to add an act for updating the knowledge of the students .
- iii) Curriculum should have flexibility for improvement at each point of time.

## 6.3.2 Teaching and Learning

- i) To adopt a role of active facilitators has been implemented cautiously this year.
- ii) Participatory methods for teaching and learning has been plan to adopt up to 60-70% for each discipline .
- iii) Teaching have been giving training for the improvement of their communication skill by way of participatory methods .They were given training for the constant improvement in teaching and learning .ICT enable teaching was encourage to provide more and modern information to the students. A two workshop on 'ICT based teaching learning' was conducted for teachers.
- iv) Use of LRC and formation of its policies for use of books and E-Materials for students.
- v) Workshop on 'SWAYAM', online courses was organized for teachers.

## 6.3.3 Examination and Evaluation

## Examination Valuation

- i) On the basis of the university pattern we adopted semester pattern for UG and post-graduation .
- ii) For such exam we conduct preparatory test and class test regularly.
- iii) Internal evaluation is our important tool to access assist students continuously for their improvement of their performance .
- iv) After every unit students were assist continuously and during interactive methods the teachers observes and assist students by way of their presentation.

## 6.3.4 Research and Development

The college has initiated many research development and methodology program for teachers students and research in following way:

- i) 60 hrs Pre Ph.D coursework recognized by RTMNU was conducted.
- ii) 7 days training program for research students and the students of post graduation for their promotional activities and knowledge.
- iii) The students are involved in research projects undertaken by teachers based upon the local problem of Nandanvan area.
- IV) For the constant development of students we provide capacity building program , enrichment program and skill development program continuously in an entire session.
- V) Motivational speaker program was conducted in the college and complete change was observed in the personality of students.
- vi) 'Hello Professor' - A activity of book reading and analysis of the book by teachers and students, in collaboration with LRC.(Part -I for students , Part II for teachers).

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

#### Library

- i) Library was constantly updated for the students and teachers by ICT enabled initiatives .
- ii) Library has extended for good students by providing them more books for longer duration.
- iii) Library has also promoting for its special promoting scheme for different people and students from its local areas.

#### ICT

- i) CCC Exam have been conducting
- ii) C++ , C programming classes
- iii) Students and teachers have been encouraging for basic computing and Internet classes.

#### Physical Infrastructure:

- i) Garden facility
- ii) Gym
- iii) Gymnasium facility has been provided to women stay institute area.
- iv) Parking for students and staff.

#### Instrument :

- i) K-Yan Projector and Bio-Field Image Viewer software Camera has been purchased.
- ii) K-Yan for teachers extended.
- iii) Bio-Field has been training to the Students , Trainers and outside locals.

### 6.3.6 Human Resource Management

#### Human Resource Management

- i) Management has taken initiative for the teachers and students quality improvement in this session.
- ii) The different competition has been organized for the teachers for burning issues like Pollution , Women Security , Declining in higher Education.
- iii) Teachers training program for Participatory methods has been encourage .
- iv) Management have also been extended for poor students studying in Cos.Tech and humanities.

#### Industrial Collaboration and Recruit :

- i) For training of the students , we have collaborated with "Labournet" , " Mahindra and iii) Mahindra Company" for retails marketing training .
- iv) The college has sign MOU with "Shivankar Farms and Real State", for study Tours , Eco Tours and action based Programs for the quality enhancement for the students.

### 6.3.7 Faculty and Staff recruitment -Nil

6.3.8 Industry Interaction / Collaboration-04

6.3.9 Admission of Students -739

6.4 Welfare schemes for

Teaching	Facility of Credit Cooperative Society
Non-Teaching	Facility of Credit Cooperative Society
Students	Hamari Balika

6.5 Total corpus fund generated

1,00000.00

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	√		√	LMC RTMNU
Administrative	√			

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?

The college is working as per university pattern.

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

The university has permitted to conduct COP/Skill courses under autonomy.

6.11 Activities and support from the Alumni Association

Alumni Association -

- 1.Regular Meetings conducted.
- 2.A day long workshop on talent showcase was held for alumni.
- 3.A food festival on the occasion of Diwali was organized .

4.Alumni participated in an entrepreneurship development activity in an state level exhibition 'UDOJIKA'.

6.12 Activities and support from the Parent – Teacher Association

- i)To aware parents about their progress of child
- ii)Those students remains regular absents their position(absent report and its limitations has told by the students ).
- iii)College comes to know reason of absenteeism of students .
- iv)Those students remains absent without informing their parents and teachers are counseled.
- v)Parents are made aware about the happenings that can be taken place without their knowledge
- vi)They are advice to be alert in such circumstances.

6.13 Develop of Staff: The following program has been conducted.

- i) A workshop on empowerment of Adolescent girls was conducted.
  - ii) iv) Investment awareness v) Moral and Spiritual training.
- For Non - teaching staff the program of administrative efficiency was conducted.

6.14 Initiatives taken by the institution to make the campus Eco-Friendly

- i) Plastic free campus.
- ii) Herbal Garden was rejuvenated.
- iii) To know the campus Trees was conducted and information given to the students by telling them local and English name.
- iv) Cleanliness drive was undertaken as a national agenda for our campus.
- v) We continuously discourage students not to use plastic and poly-bag.

## **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.

- i)Students Research activities has been expatiated this year by allocating research survey with coordinator teachers.

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

- i)The college has circulated E-notices to the teachers and students regarding above activities .
  - ii)Pamphlets has been distributed for motivational speakers , Aura Testing , Computer Courses.
  - iii)Detailed Demo Cum-lecture program have been organized by the stake holders of the college .
- For water therapy , Aura testing , Accupressure, COP classes etc.
- iv)All the above activities have been given positive results.

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

- i)Collaboration with CSR for college development for employability of students.
- ii) Awareness among school children to respect women in the society by the students of our institution.

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

7.4 Contribution to environmental awareness / protection

- ii)Herbal Garden was Rejuvenated.
- iii)To know the campus Trees was conducted and information given to the students by telling them local and English name.
- iv)Cleanliness drive was undertaken for our campus.
- v)We continuously discourage students not to use plastic and poly-bag.

7.5 Whether environmental audit was conducted? Yes  No

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

<p><b>Strengths</b></p> <ul style="list-style-type: none"> <li>i) Academic Flexibility/Partial Autonomy</li> <li>ii) Efforts for out of box curriculum teaching</li> <li>iii) Existence of skill development and YCMOU Course up to PG level</li> <li>iv) BOS members &amp; teacher suggested inclusion of internal Marks at UG level</li> <li>v) Encouragement to participatory and creative teaching with new Updates</li> <li>vi) Changing role of teachers as a facilitators</li> <li>vi) Creativity in TLP &amp; adopted 30 innovative teaching methods.</li> <li>vii) IQAC functioning well employability with placements implemented</li> <li>viii) Mentoring students at various levels.</li> <li>ix) Women Counselling cell with collaboration.</li> <li>x) Master Trainer for teachers training.</li> <li>xi) 09 research projects.</li> <li>xii) Special deposit scheme in LRS</li> <li>xiii) Computerized library</li> <li>xiv) Research cell 02 annual manuscript</li> <li>xv) Full use of the infrastructure</li> <li>xvi) Sports activities with championships</li> <li>xvii) Well equipped gym</li> <li>xviii) Women’s hostel and canteen facilities</li> <li>xix) Herbal garden for pits and projects</li> <li>xx) Equipped labs</li> <li>xxi) Computer lab (50 computer)</li> <li>xxii) Bio-Field image labs.</li> <li>xxiii) Research centre recognized by RTMNU, Nagpur</li> <li>xxiv) 05 smart rooms</li> <li>xxv) International assignment for students through NGO.</li> <li>xxvi)The institution has developed the rapport with Corporate Social Responsibilities(CSR).</li> <li>xxvi)Establishment of science lab with the help of NGO.</li> </ul>	<p><b>Weakness</b></p> <ul style="list-style-type: none"> <li>i) More efforts needed for beyond curriculum teaching</li> <li>ii) Web searching has to be expedited</li> <li>iii) AV aids are less used</li> <li>iv) Research projects are less</li> <li>v) Publications in referred journals are less.</li> </ul>
<p><b>Opportunities</b></p> <ul style="list-style-type: none"> <li>i) More development through e-learning in LRS is possible.</li> <li>ii) Encouragement for educational development for advancement of students.</li> <li>iii) Good rapport with CSR people.</li> <li>iv) Planning for multidisciplinary activities with Engineering faculty.</li> </ul>	<p><b>Threats</b></p> <ul style="list-style-type: none"> <li>i) Indifferent attitude of parents towards general studies ,skill development employability of their girl child.</li> <li>ii)Women still not moving forward in spite of many available facilities.</li> <li>iii) Decision making for employability is not in the hands of students but mostly governed by their parents</li> </ul>

	iv)Need to strengthen the Humanities faculties for student development in all respects.
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## **8. Plans of institution for next year**

### Future Plans

- i) Use of innovative and modern methods for teaching will be increased up to 80% in all classes for next five years.
- ii) Facilitators role in the class room will be enhanced
- iii) More Research projects will be encouraged.
- iv) More students training for motivational speaking research methodology, skill development will be encouraged.
- v) Health centre's will be strengthened.
- vi) CSR activities will be enhanced in the interest of student's development.
- vii) Starts up activities.
- viii) Incubation Centre.

*Name: Dr. Sampada Naseri*

*Name Dr. Rashtrapal Ganvir*

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

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

\_\_\_\_\_\*\_\*\_\*\_\_\_\_

## **Annexure I**

### **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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