SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

SHRI NAGPUR GUJARATI MANDAL'S VRAJLAL MANILAL VASANT COMMERCE, JAYDEOSHANKAR MANISHANKAR THAKAR ARTS AND JASHBHAI JIJIBHAI PATEL SCIENCE COLLEGE

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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Being one of the oldest institutes dedicated towards the promotion and spread of education, Shri Nagpur Gujarati Mandal has been rendering unflinching services for this cause. Since its inception in 1905, the Mandal is proud today to have established educational institutions catering to the needs of nursery, primary, secondary, higher secondary, higher education and technical education students through Hindi, Marathi and English medium.

VMV Commerce JMT Arts and JJP Science College, located in the city of Nagpur, in Wardhaman Nagar road was established in the year-1969 to provide higher education facility to the disadvantaged classes of the society. The institute is affiliated to RTMNU and has been accorded B grade in the second cycle of it's accreditation.

THE Institute offers 7 under graduate courses and 10 post graduate courses in addition to YCMOU Distant learning programs. The institution envisages imparting academic and professional excellence through various courses conducted by the college on routine basis to enable the students in achieving core competence, in facing the global requirements.

The institute has the privilege to have yet another opportunity to strengthen its quality of higher education by entering into third cycle of quality assessment and accreditation. The institution through its vision and mission endeavors to serve the society and improve the all-round growth of our students

It is heartening that this institute will be 50 years old in2019. We are endeavoring to make all efforts to be responsible and responsive towards our students and community and touch newer heights in our achievements.

Vision

the growth of any institution rests upon the dreams that the founding fathers have established which the posterity realises through their perseverence. As an institution, our vision is to achieve EXCELLENCE in the first place, and, secondly, apply it for the total and simultaneous growth of all sections of society. Finally, our institution shall serve as a catalyst for ENLIGHTENMENT of the humanity.

Mission

Mission

The college is committed to serve the society, especially disadvantaged, and enhance the quality of life through excellence in academically and professionally relevant education and training. The emphasis is on developing right attitudes and values of discipline, dedication and commitment among its members.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

A) optimum infrastructure with latest technological facilities,

B) co-operative management

C) devoted and dedicated faculties

D) healthy teaching learning environment

E) catering to the educational needs of marginalized and middle class society..

F) increased focus on community extension services and gender sensitization through various drives, workshops etc.

G) running of crach courses for the academic excellence of the students

H) societal goodwill and positive brand image

I) partnership with institutes through mou

Institutional Weakness

A) inadequate placement services

B) poor grounding of the students at junior and senior college level

C) academic inflexibility as the college is affliated to rtmnu.

Institutional Opportunity

A) induction of several new post graduate courses /b.voc to cater to the diversified needs of the students

B) scope for research training and consultancy needs of the industry

C) introduction of choice based credit system

D) scope for increasing number of crash courses and add-on courses.

Institutional Challenge

A) low results due to poor grounding

B) saturation in some of the courses

C) syllabus not as per the industrial requirement causing difficulties in placement of students

D) challenge to compete with colleges having market driven courses

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college is affiliated to the RTM Nagpur University. The institution tries to ensure effective curriculum delivery provided by the University from different angles and perspective so that employable youths graduate from the institution. The delivery of curriculum is attempted through application oriented hands-on experience of learning, a constructive approach to teaching-learning and the use of ICT, online recourses and multimedia activities. These tools are also used to assess the students. The college provides opportunities for better exposure to the students by conducting field trips, technical training programs for students. The college has its own feedback mechanism on curriculum involving teachers, students and alumnae. These feedbacks are taken through specially designed questionnaires. The input received from the above stakeholders are complied and communicated to the respective authorities as suggestions for necessary action and implementation. At institute level the feedback is used to introduce add-on, value added courses as well as introducing new teaching methodologies in the curriculum. For example, on demand from Arts faculty, we have started basic computer skill courses like e-learning, ICT, C-language, Tally Hardware and networking etc. The college tries to integrate gender equity, environment conservation, human values and professional ethics into the curriculum in a variety of ways. While some of these are incorporated into curriculum content, the college also organizes various programmes, courses, activities and events to nurture these values.

Teaching-learning and Evaluation

Focal point of the criterion is Students Diversity. College admits is the students from other states and countries along with regular students. Five years data shows incredible boom in the number of enrolled students showing the growing reputation of the college. Reservation policy is strictly followed while admitting the students. The institute assesses the learning level of the students and introduces special programs for advance learners and slow learners accordingly, Bridge courses, Interface, Crash courses, add on courses, remedial coaching are such to name a few. The college recruits full time teachers' posts in time. For differently able students (though minimal) special facilities are provided. The college strives to pursue student-centric activities like Cleanliness drive, Nirmalya Visarjan, Community Extension. Mentor and Mentee, innovative teaching methods (Use of ICT) are widely adopted. We organize invited talks, motivational lectures and workshops run by eminent speakers. Almost all full time teachers are Ph.D. holders. Few teachers are from other states too. College adheres to some reformative programs like question bank, research papers, field visits, PPT Presentation competition, to measure Continuous Internal Evaluation. The college supervenes transparent mechanics of internal assessment. Examination related grievances are rectified efficiently. All the programs run by the college ascertain the hike in the passing percent of the students in last five years. (Supporting data is duly filled in)

Research, Innovations and Extension

Our college has been holding and conducting several research related programmes for several years for both the students and the faculties strictly following the UGC and Rashtrasant Tukadoji Maharaj Nagpur University (RTMNU) guidelines. The college has a research centre, "Place of Higher Learning and Research" in Commerce recognized by the RTMNU. The college has highly qualified and academically active faculty members, many of them are Ph. D supervisors.

The college has excellent infrastructure of library, workspaces for faculty members, technological amenities and administrative support. We have conducted a number of programmes befitting and pertaining to industry-academia innovative practices.

Annually published Multi-disciplinary peer review journal "RAINBOW" where, we have stated Code of Ethics to check malpractices and plagiarism in Research. We also provide incentives to teachers who receive the state, national and international recognitions/awards and Ph. D's.

A large number of extension activities are carried out every year on issues like national integration, disaster management, gender sensitization, Swachcha Bharat Mission, woman empowerment, etc. The nature of activities include social activities like Nirmalya visarjan, village adoption, tree plantation, cleanliness drive, guest lectures, blood donation camps, short term trainings aimed at enhancement of employability skills, yoga training, pre-election survey, field visit etc,. Our college has undertaken faculty exchange and students exchange programme in collaboration with other colleges. Regular study tours, field trips are organised by the college.

It is a constant endeavor on part of our multi-disciplinary institution to inculcate a sense of research and innovation in our students and faculties.

Infrastructure and Learning Resources

College has facilities and infrastructure for the process of imparting knowledge to the students at UG and PG level for which adequate buildings, classrooms, seminar halls, laboratories along with a good reading library with e-access is available for students and staff. The entire campus has wi-fi and every classroom, seminar hall, library, laboratory has internet access. Every laboratory has LCD projectors for audio-visual lectures and demonstration. There are 60 computers in computer science, 60 computers in MCA, 10 computers in library for the access of students. Besides that there are computers with peripherals in departments. Audio visual aids for recording lectures, LCD projectors for UG and PG and Smart board are available. College has a rooftop Solar Panel array for sustainable electricity generation for the college apart from a diesel generator as a backup. The B.Voc department has facilities for recording of films, events and has halls for practice of stage craft, dramatics and acting. The Sports department is well equipped with indoor gymnasium, an air conditioned auditorium for conduction of Yoga exercises and outdoor facilities for conduction of kabaddi, khokho, volleyball and badminton. College has developed an wholesome approach towards overall development of students in sports, ICT and e-learning with available computers for complete development of students physically and intellectually. There is a constant upgradation and procurement of infrastructure, as and when needed, for the smooth running of college. College follows systematic policies for utilization and maintenance of physical, academic and support facilities on its campus.

Student Support and Progression

Criterion 5 indicates the participation of students in academics, mentoring and guidance for students, and progression of students towards higher level of education and employment.

Since the college students largely come from low socio-economic background, a significant number amongst them are benefitted from GOI Scholarship. The institution also helps needy students with admission fees, bus passes, bicycles and examination fees so that they do not face unnecessary hurdles in the learning process. Placement of students in jobs through career Counselling and Placement Cell is regularly carried out. A significant number of students are benefitted by Vocational training Courses aimed at skill development of students in various fields like Tally, Hardware and Networking, Soft Skills Development, Language Lab etc. The "Women Cell" and the "Disciplinary Committee " of the College address the issues of discipline and redress the issues of women, if any.

The College keeps track of students progressing to post graduation and other higher courses after under-graduation. Sports and cultural activities at intra-collegiate and inter-collegiate level, are regularly organised. Essay and Poster Competition, elocution, skit and Debate Competition etc., are regularly conducted in the college.

The Alumni Association of the college actively organises various events like Blood Donation Camps, Tree Plantation, Placement drive, Stress Management etc. The Alumni Association also raises fund to help needy students of the college in their education. Thus, mentoring and progression of students in academic and extra-academic areas is taken care of by the college.

Governance, Leadership and Management

The college governance promotes efficiency, transparency, participatory management and internal autonomy. It is decentralized through different levels and committees. Various committees work collaboratively and contribute to the overall smooth governance and functioning of the college. Various Statuary Bodies and Academic Committees conduct periodical meetings with principal, HODs, faculty members and students regularly to discuss the important issues, academic and administrative activities. The Principal permits the HODs and the staff members in performing freely the academic activities and administrative programmes like guest lectures, seminars and competitions etc. for the betterment of students. The college also has a range of welfare measures including Employee cooperative Society, financial help to attend conferences etc. The appraisal reports are analyzed and identified the strength and weakness of faculty. The performance appraisal system proves to bring out qualitative output in academic performance of the institution. The accounts and financial transactions adhere to norms and standards in practice with internal and external audits and multiple checks and balances. The college mobilizes funds through revenue generation and optimum utilization of resources. IQAC makes significant contributions to institutionalizing various processes and strategies including documentation and record keeping, monitoring, institutional planning and strategizing etc. The IQAC works to raise quality awareness of stakeholders, faculty members and students to make teaching -learning more innovative and effective. Regular feedback is collected from different stakeholders and inputted to planning and decision making.

Institutional Values and Best Practices

The institution ensures the safety of the students especially the girls by installing CCTV Cameras at prominent places in the premises. Disciplinary committee is formed to take strict action against the miscreants.

Environment concern and sustainability has always been the mission of the institution and efforts have been made to make the environment Eco friendly by installation of solar panels, Plantation of trees on regular basis by NSS, NCC and Rotract club, sanitary napkin incinerator, vermicomposting of wet waste, creation of Oxygen Park, segregation of waste into dry and wet waste, ban on plastic, wall paper on environment, E-waste disposal drives etc. The institution has also installed energy efficient LED lights to conserve energy. Rain harvesting system has also been installed in the new building of the college for conservation of water.

Human values and professional ethics are inculcated in the students and faculties through Art of living courses, lectures by spiritual Gurus, Yoga and meditation workshops, manuals on code of conduct and human values and ethics. Along with academic and professional excellence, a sense of responsibility towards society has also been envisaged as a the part of our mission. Hence we encourage our students to organize community extension services to sensitize them to core human values. Donations of medicine to old age home,   Nirmalay Visarjan Drives, Rubella Vaccination Camps , Bone Mineral Density Checkup camps, for the residents of nearby areas are some of best practices of the institution carried out on regular basis

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	Shri Nagpur Gujarati Mandal's Vrajlal Manilal Vasant Commerce, Jaydeoshankar Manishankar Thakar Arts And Jashbhai Jijibhai Patel Science College
Address	Wardhaman Nagar, Central Avenue
City	NAGPUR
State	Maharashtra
Pin	440008
Website	www.vmvnagpur.org

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Kirankumar Pragaji Kariya	0712-2734391	8830264231	0712-2763891	vmv.iqac@gmail.com
IQAC Coordinator	Kirit Manishankar Purohit	0712-2711067	9823274319	0712-2711014	vmv.purohit@gmail.com

Status of the Institution	
Institution Status	Private

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution

If it is a recognized minroity institution	Yes
If Yes, Specify minority status	
Religious	
Linguistic	Gujarati
Any Other	

Establishment Details

Date of establishment of the college	16-07-1969

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Maharashtra	The Rashtrasant Tukadoji Maharaj Nagpur University	View Document

Details of UGC recognition

Under Section	Date
2f of UGC	31-03-2004
12B of UGC	31-03-2004

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
AICTE	View Document	30-03-2017	12	

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	Yes
If yes, has the College applied for availing the autonomous status?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	Wardhaman Nagar, Central Avenue	Urban	2.86	7101.21

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	**Name of Programme/Course**	**Duration in Months**	**Entry Qualification**	**Medium of Instruction**	**Sanctioned Strength**	**No.of Students Admitted**
UG	BCom,Commerce	36	HSSC	English,Hindi,Marathi	604	602
UG	BBA,Commerce	36	HSSC	English	144	125
UG	BCom,Commerce	36	HSSC	English	120	79
UG	BSc,Science	36	HSSC	English	144	135
UG	BCA,Science	36	HSSC	English	144	120
UG	BVoc,Arts	36	HSSC	English	50	48

UG	BA,Arts	36	HSSC	English,Hindi,Marathi	360	298
UG	BVoc,Arts	36	HSSC	English	50	27
PG	MCom,Commerce	24	GRADUATION	English	160	158
PG	MCom,Commerce	24	GRADUATION	English	60	20
PG	MSc,Science	24	GRADUATION	English	22	22
PG	MSc,Science	24	GRADUATION	English	22	22
PG	MSc,Science	24	GRADUATION	English	22	22
PG	MCA,Science	36	GRADUATION	English	60	19
PG	MA,Arts	24	GRADUATION	Hindi	80	17
PG	MA,Arts	24	GRADUATION	Marathi	80	20
PG	MA,Arts	24	GRADUATION	English	80	31
PG Diploma recognised by statutory authority including university	PG Diploma, Commerce	12	GRADUATION	English	60	16
Doctoral (Ph.D)	PhD or DPhil,Commerce	60	POST GRADUATION	English	20	20

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				8				87
Recruited	0	0	0	0	6	2	0	8	18	28	0	46
Yet to Recruit				0				0				41
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				18
Recruited	0	0	0	0	0	0	0	0	5	13	0	18
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				46
Recruited	33	7	0	40
Yet to Recruit				6
Sanctioned by the Management/Society or Other Authorized Bodies				23
Recruited	21	2	0	23
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				3
Recruited	3	0	0	3
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	3	1	0	15	14	0	33
M.Phil.	0	0	0	1	0	0	2	0	0	3
PG	0	0	0	2	1	0	1	14	0	18

Temporary Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	3	0	0	3
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	0	0	0	2	12	0	14

Part Time Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	13	24	0	37

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
PG Diploma recognised by statutory authority including university	Male	6	0	0	0	6
	Female	10	0	0	0	10
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	13	0	0	0	13
	Female	7	0	0	0	7
	Others	0	0	0	0	0
UG	Male	1393	0	0	0	1393
	Female	1316	0	0	0	1316
	Others	0	0	0	0	0
PG	Male	149	0	0	0	149
	Female	383	0	0	0	383
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	156	125	117	109
	Female	179	173	180	148
	Others	0	0	0	0
ST	Male	37	16	8	11
	Female	20	26	22	17
	Others	0	0	0	0
OBC	Male	384	394	302	250
	Female	536	520	440	333
	Others	0	0	0	0
General	Male	761	648	633	329
	Female	616	0	573	418
	Others	0	462	0	0
Others	Male	96	102	70	367
	Female	142	258	119	253
	Others	0	0	0	0
Total		2927	2724	2464	2235

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3. Extended Profile

3.1 Programme

Number of courses offered by the institution across all programs during the last five years

Response : 19

Number of self-financed Programmes offered by college

Response : 14

Number of new programmes introduced in the college during the last five years

Response : 7

3.2 Student

Number of students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2927	2724	2464	2235	2046

Number of seats earmarked for reserved category as per GOI/State Govt rule year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
493	445	456	370	340

Number of outgoing / final year students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
591	584	516	580	552

Total number of outgoing / final year students

Response : 2823

3.3 Academic

Number of teachers year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
94	86	82	81	79

Number of full time teachers year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
56	53	50	44	43

Number of sanctioned posts year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
100	95	55	47	44

Total experience of full-time teachers

Response : 531.8

Number of teachers recognized as guides during the last five years

Response : 81

Number of full time teachers worked in the institution during the last 5 years

Response : 246

3.4 Institution

Total number of classrooms and seminar halls

Response : 32

Total Expenditure excluding salary year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
74.43	92.60	194.62	213.54	93.97

Number of computers

Response : 200

Unit cost of education including the salary component(INR in Lakhs)

Response : 0.25

Unit cost of education excluding the salary component(INR in Lakhs)

Response : 0.03

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

The Institute is affiliated to RTM Nagpur University and hence follows the syllabus prescribed by it. The syllabus is designed by members of BOS of the various subjects and subject committees constituted by the university. Teachers of the college are members of BOS and Academic Committees appointed or nominated by the University for various subjects.

The curriculum is developed and implanted in a structured manner as follows.

(A) Allocation of subjects and teaching workload to teachers.

In the beginning of the session Principal and HOD's allocate the subjects and workload to teachers as prescribed by the University. While allocating subject teachers' view are solicited to ensure that all teachers get the right medium for maximum teaching learning output.

(B) Preparation of Time-Table

After the subject allocation, department wise, class wise and teacher wise time tables are prepared by the respective HOD's and circulated among teachers and students.

(C) Submission of teaching plan by teachers

- All faculty members communicate the whole curriculum to students at the beginning of academic session.
- All the faculty members prepare curriculum which in such a way that it covers the syllabus prescribed by the university.
- All the faculty members prepare their teaching plans according to prescribed teaching units and academic calendar of the university.
- The teaching plans are submitted to IQAC. Also, it is mentioned in academic diaries which all the teachers receive at the beginning of the session.

(D) Teaching aids

- Every subject teacher uses the teaching aids to make teaching effective.
- Teachers provide charts, models and specimens to the students.
- Teachers use digital class room for effective teaching.
- Teachers provide power point presentation, hard copies, and web site address to the students to enhance their knowledge.
- Field work and demonstration method are used for effective teaching.

(E) Practicals

- All the laboratories are well equipped along with LCD projector and computer.
- During practical's charts are provided to the students.
- Group demonstrations are given to the students.
- Students maintain the practical journals and results are verified by the subject teacher regularly.
- Departmental library is provided for the students for their concerned practicals.
- Software's are provided to the students for their concerned practicals.

SEVEN STEP FLOW CHART OF CURRICULUM IMPLEMENTATION

The college has a transparent and participatory process of deploying the action plan for effective implantation of curriculum.

1. Month of April – End of Academic session: Annual program plan is prepared by each department.

2. Month of May – June: Summer vacations, IQAC prepares the academic colander.

3. Month of June – July: AQAR is prepared by IQAC and presented to LMC.

4. Month of June – July: Teacher prepare teaching plan for each subject.

5. Month of July- August: Consultation of IQAC with HOD's to adjust academic colander and implementation of teaching plan.

6. Month of October and January: Periodic review through student's feedback and stakeholders' feedback.

7. Month of March – April: Yearly reporting the academic activities and events by department and different cells.

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 19

1.1.2.1 **Number of certificate/diploma programs introduced year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
5	7	1	2	4

File Description	Document
Details of the certificate/Diploma programs	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 189.02

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
28	27	15	12	11

File Description	Document
Details of participation of teachers in various bodies	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years

Response: 36.84

1.2.1.1 How many new courses are introduced within the last five years

Response: 7

File Description	Document
Details of the new courses introduced	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 47.37

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 9

File Description	Document
Name of the programs in which CBCS is implemented	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 23.06

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1122	783	469	396	235

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

Efforts have been made by the college to integrate cross cutting issues into the curriculum through the activities of the various cells.

Gender Sensitization

- Various programs are conducted by the college to address the issues of gender sensitivity.

- **"Rubella Vaccination Camp"** is organized, every Year to prevent the girls from Rubella virus.
- The discipline committee resolves all the security issues by keeping a close watch and by giving parental guidance to all girl students.
- Girl students are informed and encouraged at the beginning of every session to confide their **emotional and psychological problems** at informal level to the counselor appointed for this purpose.
- The college has common room which is equipped with basic facilities such as bed, proper sitting arrangement, curtains for privacy, mirror for grooming.

Environment and Sustainability

The college acts as catalyst in perusing environmentally sustainable solutions.

- Environment studies have been made mandatory by the University in the second year of all UG courses.

- College gives emphasis on "Green Campus- Clean Campus". We organize tree plantation, save water campaign, Swaccha Bharat Abhiyan, Poster Competition under various cells
- A proper rain water harvesting system has been established in the new building of the college.
- The bio-degradable and non-biodegradable waste of the college is segregated into blue and red bins under **"Green Garbage Drive"**.
- The college has developed Oxygen Park by planting Arika Palm trees, Tulasi, Neem, Alovera which increase the Oxygen content in the air.
- The college provides free bicycle to students and thus encourages pollution free campus.
- The college is gradually transcending to energy efficient LED lights in place of incandescent lights.
- Best out of e-waste competition and E-waste disposal drive are conducted for disposal of e-waste
- Digitization of Notice boards, online submission of assignments and notification about meeting, instruction to staff and students through SMS and e-mails, thus encouraging paperless functioning.
- Ban of use of plastic in the premises and replacement of plastic cups by bio-degradable cups in the canteen
- To reduce dependence on nonrenewable source of energy, solar panels have been installed in the college premises for energy conservation.
- Wall paper presentation competition on environment and sustainable development to promote environment consciousness among the students.

Human values and professional ethics

- College endeavors to inculcate moral and ethical values in the students by way of celebrating Independence Day, Republic Day, Women's Day
- To inculcate moral values among the students the college organizes visit to old –age home and orphanage. Students donate medicines and items of daily need to the inmates of old age home. They are encouraged to spend quality time with the inmates.
- College is conducting "Bhartiya Sanskriti Gyan Pariksha" on moral and ethical values in collaboration with "Gayatri Parivar"since last three years.
- Spiritual discourse by Pujya GyanVatsal Swami of Swaminarayan Sanstha is conducted since last two years to imbibe human values in the students.
- Hand books on human values and professional ethics are given to the students at the time of admission.
- Code of conduct is formulated for the students, teaching and Non-teaching staff.

File Description	Document
Any Additional Information	View Document

1.3.2 Number of valued added courses imparting transferable and life skills offered during the last five years

Response: 6

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 06

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document
Brochure or any other document relating to value added courses.	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 8.54

1.3.3.1 Number of students undertaking field projects or internships

Response: 250

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document
List of students enrolled	View Document

1.4 Feedback System

1.4.1 Structured feedback on curriculum obtained from 1) Students 2) Teachers 3) Employers 4) Alumni 5) Parents For design and review of syllabus semester wise/ year wise
A.Any 4 of the above

B.Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: B.Any 3 of the above

1.4.2 Feedback processes of the institution may be classified as follows:
A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0.63

2.1.1.1 Number of students from other states and countries year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
14	13	15	20	14

File Description	Document
Institutional data in prescribed format	[View Document]
List of students (other states and countries)	[View Document]

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 55.05

2.1.2.1 Number of students admitted year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2927	2724	2464	2235	2046

2.1.2.2 Number of sanctioned seats year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
5070	4858	4545	4060	3920

File Description	Document
Institutional data in prescribed format	[View Document]

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 100

2.1.3.1 Number of actual students admitted from the reserved categories year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
493	445	456	370	340

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

To address the special needs of the advance learners and slow learners some substantial programs are organized. After admitting students in the institution, the institution assesses the learning levels of the students so as to form the data of slow learners and advance learners. At the time of admission all course co-coordinators counsel with the students/ parents and introduce them with their strength and weakness in order to plan a suitable course map for them.

Bridge Course

Bridge Course of one week's duration is conducted by each department at the commencement of the session with the detail profiling of students.. Teachers' design the course module to help students to revise and strengthen the basic concepts of school learning and make the transition to a higher-level of learning smoothly. These programs help identifying slow learners and advance learners.

Crash Courses

To address the academic skills of the students, the college runs crash courses keeping in view the students requirements at the commencement of academic sessions. Learning Skills, Fundamentals of English Grammar, Business correspondence, use of ICT are few of them that are run at the session's start. Mobile E-learning, Soft skill courses and Srujanatmak Lekhan, Janasanchar and Mudrit Shodhak are some other courses slated to be run in the middle of the session in boosting up students' round development and grooming their personality.

Other than academic skills, the college caters to the needs of the students to prove themselves in the competitive world. Throughout the session, all the departments organize guest lectures, seminars of the students, power point competitions of the students to equip them with outstanding skills to perform in the society. The students accountability is thus addressed through Training and Placement Cell of the college

that organizes some grooming sessions that include Interview Techniques, Group Discussion, Entrepreneurship development and other soft skills oriented programs.

Remedial Coaching

Remedial programs are used to address gaps in basic skills. Slow and poor learners are identified according to their performance in the last qualifying examination through perennial monitoring by subject teacher and mentors. Teachers conduct extra classes to fill the gap in the learning ability of each of the student. They try to simplify concepts, organize special counseling programs, administer drills and exercises at their level by intimating the principal. Special remedial coaching is offered to the students who fail in the examination but are allowed to appear in examination to avail ATKT facility.

Seminars

For advance learners seminars are organized to teach key concepts in the class. These are class-room activities on regular teaching-learning process.

Add-on Courses

In such programs Tally, Hardworking and Networking workshops are organized to groom the students in developing Entrepreneurship skills. Soft Skills, Yoga, Spoken English are some other add-on courses students are benefitted with. Students were benefitted with Internet Training. Self Defense Training Courses are organized for the Girl Students. Web site designing course make the students familiar with Technology based skills.

2.2.2 Student - Full time teacher ratio

Response: 52.27

File Description	Document
Any additional information	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0.17

2.2.3.1 Number of differently abled students on rolls

Response: 5

File Description	Document
Institutional data in prescribed format	View Document
List of students(differently abled)	View Document
Any additional information	View Document

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

The college focuses on student-centric teaching-learning process by adopting the following measures:

- Learning experience is enhanced through the use of role play methods. Case studies are used to enable the student understand the concept clearly.
- Different departments have deployed innovative strategies to involve students in activity based learning. Mathematics Department, Economics Deptt. , History deptt. Conduct **Quiz competition, Intercollegiate Debate Competition**. Some departments organize **Seminars** for the students to generate students' interest in their respective subjects. Similarly, some departments organize **Interface** programs.
- Management games are organized by BBA department every year to enable the students understand the functions of manager.
- The program like **tree plantation Hindi Diwas, Signature competition, Handwriting Competition, Essay Writing Competition, Sachitra Suvichar Competitions** are some of the unique events the college arrange to address the needs of the taught.
- Project based assignments like "**Srujan**", wall magazine develops students ability to make posters, exhibits that are displayed on wall and give demos and presentation on different current topics.
- Students of the college have emerged winners in inter university science exhibition called '**Avishkar,** an exhibit of inquiry based learning.'
- Every year the college organises "**Prayas**", an intercollegiate research paper competition for the students to nudge research aptitude in the students.

Above activities are focused on active, participatory 'learning by doing' rather than passive 'learning by listening.'

Fostering critical thinking

Group discussions, case studies, brain storming sessions, problem solving and role play are some of the techniques used in the class room to break the tedium of blackboard teaching or the lecture method. For example **BBA department** organizes **paper presentation program** for final year students. **English Department** organizes **crash courses** to have hands on sessions on Business Correspondence, ICT. Case study presentation is organized for M.Com students.

Experiential Learning

Experiential Learning is fostered by involving students in practicals, projects, internships. A few examples may be cited: Students of Home economics do work under **Earn and Learn program**. Preparation of, chutanis and sale is observed meticulously. Library Deptt. Hired the students for earn and learn and quantified data with the help of the students on daily wages.

Promotion of Scientific temper

Scientific temper is fostered among the students by engaging them in research work and projects. The college organizes visits to prominent research institutes, Industries, National as well as city based. Students represent the college in Science fests, exhibitions and competitions. Students bag prizes in '**Avishkar.**'

Participatory Learning

The college recognizes the importance of contextualizing collegiate learning of students with the socio-cultural and economic reality of the society in which they live. Participative learning methodology is applied in inculcating social values in the students. Students are encouraged to participate in cleanliness drive, Nirmalya collection drive and visit and donations to old age home.

Performative Learning

B.VOC students' plays like TU ani Mi, Mukhote, Kalakriti, Girgit, Khushi,Holi are produced by the students. A Play by Munshi Premchand Sajjanta ka Dand was performed by the students.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 100

2.3.2.1 Number of teachers using ICT

Response: 56

File Description	Document
Any additional information	[View Document](#)
List of teachers (using ICT for teaching)	[View Document](#)
Provide link for webpage describing the " LMS/ Academic management system"	[View Document](#)

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 52.27

2.3.3.1 Number of mentors

Response: 56

File Description	Document
Year wise list of number of students, full time teachers and students to mentor ratio	[View Document](#)

2.3.4 Innovation and creativity in teaching-learning

Response:

The College has UGC Network Resource Center. The Central Library and Department Libraries, UGC Library subscribe over ... National and ... International journals.

- Use of **e-learning resources, PPTs, LCDs, educational and entertainment films and virtual resources.**
- **Audio-visual room** and **ICT**-enabled rooms for lecture sessions are extensively used.
- **Sixteen hours crash courses** an innovative activity the college is running since last couple of years as mentioned above to groom the students to stand in the society. It includes mobile-e-learning, English Speaking classes, Business correspondence, Fundamentals of English Grammar, Srujanatmak Lekhan, Soft Skills, Mudrit Shodhak, Jansanchar, Bhasha Kaushalya, Learning Skills, Handwriting Improvement Program, use of ICT.
- **Eminent speakers, Industry experts, consultants, Entrepreneurs, social workers are invited to deliver talks** to widen the horizons of learning. Some important topics covered in these talks are: **Problems of teenagers** ,**Career in Banking Sector, Entrepreneurship Development, Political Awareness, Career in Hardware and Networking, Interview Techniques, Self Employment, Personality Development** by Krunal Parekh, **Moral Values**, **SEBI**, **Solid State Lightning and Engergy Saving, Actual Functioning of Assembly, Career in Management an IT, Career after Graduation, Emotional Intelligence, Andhashraddha Nirmulan, Body Language, Career in CA, Self Employment by**, **Cyber and Economic Security, Women's Right**, **Sure steps to Success**, **GST**, **Career in Aviation Industry** etc.
- The college organizes workshops for students on **Soft Skill Development** and also arranges Guset Lecture series on '**Development of Employability Skills', 'Conflict in Communication' etc….**
- Educational excursions are a common activity of all departments. **Political Science Department** takes the students to attend Winter Assembly at Vidhan Bhavan. **B.B.A Department** takes the students to industrial visits every year. (documents)
- Students excel in different sports event. **Inter collegiate cricket tournament** Winner Prizes are bagged by the college students often.
- The institute helps each student in exploring placement opportunities by inviting various companies for campus recruitment of students who are in the final year of the program. Companies like Wipro Technology visit the college for campus recruitment. Literally 30 students are placed under this activity in jobs. A big tour de force considering the fact that there is an absence of industry presence in the region.
- Parent Teacher meet is an innovative practice adopted by the institution for improving student teacher interaction and teacher –parent interaction. It helps in increasing classroom attendance and promoting healthy relationship between teacher-student-parents.
- Soft Skill Program tries to groom the students wherein teachers arrange different sessions to motivate and instill unique qualities amongst students. Some topics to note here are: **Motivation, Leadership qualities, Management qualities, Interview Skills and Interview techniques.**

VMV faculty has adopted a wide repertoire of innovative teaching methods. The new instructional strategies have been driven by a desire to create collaborative learning spaces, employ latest teaching technologies and devise effective evaluation tools for measuring learning outcomes. The underlying philosophy has been a student-centred approach.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 78.81

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	[View Document](#)

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 56.17

2.4.2.1 Number of full time teachers with Ph.D. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
35	30	28	23	23

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	[View Document](#)

2.4.3 Teaching experience of full time teachers in number of years

Response: 9.5

File Description	Document
List of Teachers including their PAN, designation,dept and experience details	[View Document](#)
Any additional information	[View Document](#)

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State,

National, International level from Government, recognised bodies during the last five years

Response: 4.07

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	2	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 3.72

2.4.5.1 Number of full time teachers from other states year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
3	3	2	2	2

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

Information regarding the evaluation and assessment process is conveyed to the stakeholders in the following ways:

- Reforms are observed in terms of projects given to the students. Through the projects under teachers' guidance, the students expose themselves to the world of knowledge and benefitted at

large.

- To enhance the students' formative growth, the teachers give them topics on creative writing and research oriented topics for their projects.
- The topics are suggested to the students well in advance. While giving different topics to the students for projects, the teachers discuss and highlight some major concerns of the topic to be incorporated in the project.
- Suggested Bibliography is also given to the students to prepare their project. Internal assessment is based on the overall performance of the student in the academic session, attentiveness in the college and the responses he gives.
- Field visits are the routine feature of students' curriculum. After the field visit, students are asked to prepare report on the visit. That also contributes in their in depth knowledge.
- Every January, the students enthusiastically participate in Power Point Presentation Competition. Each teacher prepares and guides two or more than two students for the said competition. That also enhances the quality reform in the teaching-learning process.
- Students participate in seminars. This is the regular class-room activity observed round the year.
- Orals are intermittently taken by all the teachers in their respective classes.

- Teachers assess the answer sheets and analyze the scores with students and guide them for betterment. Mistakes are identified and resolved with some exam oriented smart tips to improve their scores in exam.
- Viva-voce is conducted by departments to give practice to students in consonance with the university pattern of practical exam.
- Teachers guide the students in the revaluation of papers in University Exams. They go through the photocopy of the answer book and guide the students if the paper is undervalued or not.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The college has adopted the following measures of transparency and robustness in Internal Assessment.

- Students are well informed about the types of tests and examination schedule at the commencement of the session as well as time to time round the year. The time schedule of the periodic tests is displayed on the Students' notice board well in advance. Individual departments inform the students for tests / practicals / presentations.
- The college has streamlined a unique exam orientation program where the teachers orient the students for their exams.

- The college has a well crafted formative and summative mechanism of student assessment.
- The staff and the counselling committee address the social, psychological and personal problems of the students time to time so that students' summative performance is to be enhanced.
- College Examination Committee has been constituted to monitor and ensure the implementation and execution of evaluation system.
- Other than the regular schedule of the periodic tests and unit tests, the teachers conduct orals based on the portion/syllabus to maintain transparency.
- Before the actual University Exam, the college organizes orientation program on how to write exam

paper.

- College strictly follows the university norms and guidelines for awarding internal marks.
- Parent-teacher meets are held on regular basis to monitor their wards' progress.

The students lodge their grievances with the teacher, if unsolved, they meet the Heads. Head of the departments try to resolve the issues on their level. If in case there is a requirement of Principal sir's help, the principal readily help the students in resolving the issue.

The College, however, looks at 'students achievement' in broader sense to comprise all aspects of a holistic learning and not merely academic performance. After all the TEL program aims at producing graduates who can stand in the society by their own well equipped in creativity, scientific temper and communicative skills. To ensure Students' teamwork, leadership and creativity, college has crafted some pedagogical tools that are absent in traditional Evaluation methods. This has effected positive results.

To cite a few examples, students offering add-on and certificate courses are evaluated on the basis of the metrics designed by the course coordinators. Students are thus evaluated on the basis of CV writing, drafting letters, interview and group discussion skills. The students are appreciated and felicitated at Annual Prize Distribution of the college.

2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

Response:

The college takes prompt care of its students whenever required and takes suitable action to resolve the exam related issues of the students.

At the College Level

The grievances of the students, if any, are addressed at the departmental level. Any issue related to valuation are sorted out by the concerned teacher and the head of department. In fact, no such incident has been reported till the time of quoting this information.

At the University Level

- College takes cognizance of the students' grievances regarding the Internal Assessment scores.
- The principal also takes the serious note of each of the case and willingly gives declarations to the students (that they are the bona fide students) to resolve the problem efficiently in time.
- The challenges like undervalued/revaluation answer scripts are done in a very transparent manner. The students are asked to get the true copy of their answer sheet from the university. The photo copy is evaluated by the concerned teacher and he informs the student whether to challenge it or not within the stipulated time.
- In some special cases, the confidential record of internal assessment scores is also produced and provided to the student if required to resolve the issue of evaluated marks. The grievance of the

students regarding internal assessment marks to be sent to university is resolved with the Xerox copy of the internal assessment mark list. The staff supports and initiates in settling the issue.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

Yes, the college adheres to the academic calendar for the conduct of CIE. Yes, the college adheres to the academic calendar for the conduct of CIE. The faculties frame annual teaching plans to ensure completion of the syllabus. The monthly annual teaching plan is made discreetly to prepare the students for CIE round the year. The departments prepare their annual activities by holding meetings to evolve new teaching practices. They also draw study map for the students that include talks/workshops, invited lectures based on curriculum to have modest appraisal of the students under CIE. The HRD administers workshops for the teachers to ensure their pedagogical progress and ICT enabled teaching. To groom the students for CIE in each academic year, the college has an efficient Examination committee that sets the time-table of all the unit-tests, viva-voce, terminals and project dates for submission. The committee is streamlined in the conduct of College exam. The students are timely informed about their unit tests and viva exams. The schedule is displayed on notice board, well in advance. The students are given reminders for submission of the projects time to time. Submission last dates are conveyed to the students through sms'. The college complies with two unit tests before winter vacation and two unit tests after winter vacation. The Examination committee organizes terminal exams in the middle of the session and Prelims at the end to check the students' efficacies for the University Exams. All the faculties involve rigorously in the smooth conduct of examination.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

The Programme Outcomes, Programme Specific Outcomes and Course Outcomes for all the programmes are prepared as per university syllabus with the help of the HODs and staff members.

Each course has defined course outcomes that are linked to the program outcomes. The course outcomes are thus directly and quantitatively assessed, and are tied to the program outcomes and program specific outcomes. Therefore if the course outcomes are attained, that provides direct quantitative evidence that program outcomes are attained.

The program outcomes are published at

- College website
- Departments
- Departmental Labs

They are also made reachable to all the stakeholders of the program through education, faculty workshops, student awareness workshops, student induction programs and faculty meetings.

File Description	Document
Any additional information	View Document
COs for all courses (exemplars from Glossary)	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The attainment of the program outcomes are assessed as follows.

Assignment
Assignments are given at the end of each chapters. The assignments are provided to students, such that students will refer the text books and good reference books to find out the answers and understand the expected objective of the given problem. It is the responsibility of the concerned subject teacher to ensure that most students are able to work out the assignments honestly. The questions asked in assignments are mostly aligned with Course Outcome of the respective subject.

Further the performance of the students is also observed through the classroom participation and engagement, laboratory and field work, the feedback coming from the the teachers etc...

Thus throughout the semester the faculty records the performance of each student and internal marks are awarded accordingly to the students. Finally the performance in the University practical and theory examinations is taken in to account to assess the attainment of the program outcomes

2.6.3 Average pass percentage of Students

Response: 68.65

2.6.3.1 Total number of final year students who passed the university examination

Response: 392

2.6.3.2 Total number of final year students who appeared for the examination

Response: 571

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Database of all currently enrolled students	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years

Response: 5.9

3.1.1.1 Total Grants for research projects sponsored by the government/non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
.05	.05	.85	.05	4.9

File Description	Document
List of project and grant details	[View Document]

3.1.2 Percentage of teachers recognised as research guides at present

Response: 26.79

3.1.2.1 Number of teachers recognised as research guides

Response: 15

File Description	Document
Any additional information	[View Document]
Institutional data in prescribed format	[View Document]

3.1.3 Average number of research projects per teacher funded by government and non government agencies during the last five years

Response: 0.22

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 11

File Description	Document
List of research projects and funding details	[View Document](#)
Supporting document from Funding Agency	[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The institute is making every effort for creation & transfer of knowledge to the students. M.Sc. students get an opportunity to update their knowledge for recent technologies in their field by participating in special workshops in collaboration with industry & experts conducted by the college. M.Com, MCA, MCM & PGDCCA. students have project work in the last semester which exposes them to the latest knowledge in their field. Undergraduate students of BBA and BCCA also have project work according to the curriculum which helps them to get basic applied knowledge. The college also motivates the students to prepare wall-papers, posters, to transfer the knowledge on recent issues.

Research and Development committee of our college regularly organized the Student's research project PPT presentation competition to develop the interest of research skills amongst the students. It is an ideal and unique activity run by the college. Encouraging critical thinking as a key measure of research is the basic objective of this activity.

Year	No of PPT Presented
2012-13	43
2013-14	45
2014-15	63
2015-16	46
2016-17	48

. The college has excellent infrastructure to support innovations, autonomous work and research. It has well-stocked libraries, well-equipped laboratories, independent workspaces for faculty members, separate and adequate technological amenities and support for any initiatives in innovation and research.

All departments and faculty members have separate access to computers and peripherals including printers, scanners, photocopiers and so on. The entire campus is wi-fi, and the departments also have additional high-speed internet connectivity through leased line nodes. The college subscribes to scores of print journals and is a member of INFLIBNET, which brings access to over 8500 international journals and over half a million e-books. The college provides support in terms of flexible work schedule, paid leave, relaxation in workload and assistance of technical and administrative staff for any endeavour in innovation and research.

In terms of human resources, the college has highly qualified and academically active faculty members, many of whom are members of various prestigious academic bodies, editors of journals, Ph. D. supervisors and advanced researchers in their own right. The college has research centre recognised by the affiliating

university in Commerce, and also has mechanisms and systems in place to promote and support research and innovation.

Because of these creative and innovative mindset; staff members of the computer department have developed several gadgets which are quite innovative in nature. For example, department has developed **Paperless, Digital, Interactive notice board**. Also, gadgets and software are designed to conduct the **Fastest Finger First** round in the quiz competition. Similarly, a **Portable Projector System** is developed which runs on inverter and uses TV as monitor. Since these are all unique products so college is in the process of getting patents for these products.

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 8

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	3	2	1	0

File Description	Document
List of workshops/seminars during the last 5 years	[View Document]
Report of the event	[View Document]

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

File Description	Document
Institutional data in prescribed format	[View Document]
Any additional information	[View Document]

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: Yes

File Description	Document
List of Awardees and Award details	View Document

3.3.3 Number of Ph.D.s awarded per teacher during the last five years

Response: 0.37

3.3.3.1 How many Ph.Ds awarded within last five years

Response: 30

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 2.89

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
18	14	35	40	35

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 4.39

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
28	56	51	38	43

File Description	Document
List books and chapters in edited volumes / books published	**View Document**

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

NSS Activities

The NSS volunteers of the college have worked with villages, slums, and voluntary agencies to complete 120 hours of regular activities every academic year. The college adopted the village Khapri in 2012. Later, it adopted the village Pawangaon from 2014 to 2017.

The following activities were carried out by the NSS volunteers with the village community.

· The volunteers took out a rally on 'De-addiction' in the village.

· The NSS students surveyed the village and located places to be cleaned by them.

· The cleanliness drive in the village was regularly followed by tree Plantation programme in the adopted villages.

· The NSS students also took out a 'Vriksha Dindi' to spread awareness about tree plantation.

· A Lecture on 'blind faith eradication' was organized to educate the villagers about irrationalities of the superstitious notions harbored by them.

· An expert on the 'Waste Water Management' was specially invited to interact with the villagers. The theme of interaction was 'Saving water and Saving Life'.

· The NSS volunteers, along with the personnel's of the District Collector's office, spread awareness in the adopted village about the citizen's right to exercise one's vote.

· The NSS also endeavored to initiate the process of making students voter identity cards in association with the Collector Office.

· The NSS volunteers interacted with the villagers about the benefits of wearing a helmet during driving and also the necessity of carrying driving license and following traffic rules.

· A survey was conducted by NSS students in the village on public behavior towards the use of toilets..

Other Extension Activities

A Blood Donation Camp, with the help of Shri Hedgewar Blood Bank, is organized on large scale in the college every year. Hemoglobin Test of students, teachers, residents living in the vicinity of the college, and parents of the students is conducted during the Blood Donation Camp.

The college, in association with the Rotaract Club, addresses the health needs of the students, guardians and the residents in the vicinity of the college by the organizing 'Bone Mineral Density checkup camps, and Rubella Vaccination camp every year.

Visit to the Old Age Homes is regularly organized. The students interact with the inmates and fulfill their needs by providing items of daily needs and medicines.

The students of the college participated in the 'Save Food Campaign'. They took out a rally in the nearby area of the college spreading awareness about the issue.

The college has signed an MOU with an NGO 'Renovatio', which, along with students carry out the extension activities like the green garbage disposal drive and e-waste disposal drive. Other extension activities like yoga training for orphanage students and food donation to students of platform schools are also carried out by the NGO, in association with the college.

'Dr. A. P. J. Abdul Kalam Wachan Katta', an endeavor by the college library, aims at improving the reading habit of the people living in the vicinity of the college.

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 7

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	2	1	1	2

File Description	Document
Number of awards for extension activities in last 5 years	[View Document](#)
e-copy of the award letters	[View Document](#)

3.4.3 Number of extension and outreach programs conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc., during the last five years

Response: 4843

3.4.3.1 Number of extension and outreach programs conducted in collaboration with industry,community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc.,year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1336	1084	953	788	682

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	[View Document](#)

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 41.83

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1336	1259	953	843	837

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	[View Document](#)

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 26

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
7	7	5	4	3

File Description	Document
Copies of collaboration	[View Document](#)
Number of Collaborative activities for research, faculty etc.	[View Document](#)

3.5.2 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 36

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
12	10	8	4	2

File Description	Document
Details of functional MoUs with institutions of national, international importance,other universities etc. during the last five years	[View Document](#)
e-copies of the MoUs with institution/ industry/ corporate house	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

- The institution has a healthy ambient with 31 classrooms for teaching and learning all equipped with desks, benches, fans, tube lights and a crosswind atmosphere for sound learning by students.
- The college campus has an area of 7101 sqm and has 4 floors with an elevator for divyang students. Apart from that, each floor has drinking water facility with a Reverse Osmosis plant for pure water circulation which is located on the fourth floor.
- The campus has large separate parking spaces for girls, boys and the staff. There are also common rooms for girls and canteen facilities on the campus. While a large amount of energy consumption is taken care of through solar energy, the college has more than enough generator back-up for power supply in case of breakages. The institution has adequate facilities for sports, games and well-equipped gym.
- There are in all 13 laboratories comprising of :

1. Three Computer Science Laboratories for BSc, BCA and BCCA students (for the full duration of programme)
2. Chemistry Laboratory for B.Sc programme.
3. Physics Laboratory for the B.Sc programme
4. UGC Network Resource Centre for access to the internet for faculty, research students and students of Degree and Post Graduate students.
5. Language Laboratory for learning the English Language via Language learning software like Zybro.
6. Electronics Laboratory for the students of Post Graduate and Degree students.
7. M.Sc (Chemistry) Laboratory
8. M.Sc (Physics) laboratory
9. B. Voc Drama room for Acting and Stage Craft
10. B. Voc. Studio
11. B. Voc. Makeup Room
12. Computer Laboratory in MCA department
13. Language Laboratory in MCA Department.

- All the classrooms are well equipped with adequate furniture and blackboards for teaching purposes.
- There is a notice board outside each classroom to highlight the developments in the classrooms, e.g. timetable, program of events, if any, in the classroom.
- All laboratories have an IT-enabled infrastructure with LCD projectors for e-learning.
- The computing equipment in network resource centre with 15 computers help the students to access the internet for e-learning, solving e-exercises delivered by concerned teachers.

- The Language laboratory has 25 computers for the students to learn spoken the English language through listening and viewing videos offered by Zybro language learning software.

- There are 60 computers in MCA laboratory for access to students for their respective courses related to computer practicals and computer sciences. There are 3 computers in the office of MCA department with network connected printers. There are 60 computers in Computer Science Department connected to 2 printers. All the computers are connected to the internet. There are 10 computers in the office running with Synchronic software.
- The library has 10 computer running on software like OPAC, Inflibnet and Softlib software.

4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor) gymnasium, yoga centre etc. and cultural activities

Response:

- In the third floor, the college has fully Air-Conditioned Auditorium, with an area of 80 X 60 feet, established in 2013, with a capacity for 400 people is used for college and intercollege level cultural activities. The auditorium is also used for Yoga exercises and Yoga classes are held free of charge on Saturdays and Sundays.
- There is a Stage & Drama Practice hall (Room no. 312) on the third floor with all facilities for dramatics. Students and teachers of Bachelor of Vocational Studies (B.Voc) course use these facilities.
- There is one seminar hall (Room No. 108) and a full-fledged auditorium with ICT enabled facilities and a smart board. In seminar hall, the students arrange debate and other co-curricular activities.
- There is a Volleyball court (established in 1970) of 18 X 9 feet, Kabaddi court for 12.5 X 10 feet, Khokho Court of 30 X 60 feet (established in 1970) and Badminton court of 18 X 9 feet. The college has a vast playground in the area of 100 metres by 50 metres for outdoor games.
- There is an outdoor auditorium called Piyushbhai Thakkar Sabhagruha on the south side of the institution for conduction of Stage shows, a Cultural programme from special visiting film personalities for the display and training of their art.

Sr. No	Sports Facility	Year of Estd	Area	Used by	User Rate
1.	Yoga	2013	80 X 60 feet	Teaching staff & Students	60 students per day during Yoga Classes
2.	Badminton	1970	18 X 09 feet	Students	75 Students per year
3.	Table Tennis	1970	12.5 X 10 feet	Teaching staff & Students	50 Students per year
3.	Kabaddi	1987	12.5 X 10 feet	Students	150 Students per year
4.	Khokho	1987	30 X 60 feet	Students	50 Students per year
5.	Gymnasium	2004	30 X 20 feet	Teaching staff & Students	40 Students per day
6.	Volleyball	1987	18 X 9 feet	Students	100 Students per year

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

Response: 46.88

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 15

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 33.51

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
12.10	8.66	59.91	158.15	34.88

File Description	Document
Any additional information	View Document
Details of budget allocation, excluding salary during the last five years	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

- The library is fully automated with barcode system.
- The institutional Library is using **"SoftLib"** Library Management software version 2.0 from the year 2013.
- The acquisition and cataloguing of the library have been fully computerized with digital records integrated with other systems.
- Circulation of the library stock items, including issue and return of books by students and staff, is

also entirely computerized.

- Cataloguing, catalogue accessing, search and location functions and tracking movement of items are all computerized and automated.
- The library also has localized OPAC system, which can be accessed on the computers set up in the library.
- Library also has mobile based OPAC system (M-OPAC) which can be accessed by the users from anywhere on their mobile phones.
- The software can provide various types of reports like accession report, financial year wise reports, issue and return report/ transaction report, book bank report, clearance report, write off the report, subject wise report, member report, book history report and many more...

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

The library has a sizeable collection of various other kinds of materials which lead to the considerable enrichment of the library.
The old collections also include social books published before independence.
The library has more than 50 items of multi-volume high-profile publication series devoted to a range of themes and areas.
There are more than 30 different types of Encyclopedia, some of the general kind like
Encyclopedia Britannica,
McGraw-Hill Encyclopedia of Science and Technology.
Caxton's History of the World – Vol. 20
The Hamlyn Children History of the world -1
The Encyclopedia of baby and child care – Vol. 10
The world book encyclopedia of science – Vol. 7
Encyclopedia of careers and vocational guidance - Vol. 5
Britannica Junior Encyclopedia Vol. 15
Encyclopedia of India Vol. 2
The illustrated science and invention encyclopedia Vol. 21
Modern Illustrated Library Vol. 10

4.2.3 Does the institution have the following:

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: B. Any 3 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc.	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 3.6

4.2.4.1 Annual expenditure for purchase of books and journals year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
4.49	2.24	4.81	3.48	3.00

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

File Description	Document
Details of remote access to e-resources of the library	View Document

4.2.6 Percentage per day usage of library by teachers and students

Response: 19.07

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 569

File Description	Document
Details of library usage by teachers and students	[View Document](#)
Any additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

Every year college expands and upgrades its infrastructure. For example, several old computers have been upgraded or replaced by advanced models. Starting with dial-up fixed line networking for the internet connectivity, the college moved on to a leased line, then to wi-fi and VPN connectivity. The number of routers and access nodes also increased every year, while the speed went up from 512 kbps to 10 Mbps of RF connection and 80 Mbps with fibre optic cable configuration. Currently, the college is made fully wi-fi with Reliance Jio. The college has also regular technical support and periodic maintenance of its IT infrastructure.

Following is the list of equipment purchased year wise.

- **In the session 2012-13 the following pieces of equipment were purchased:**
    - 39 Desktop PC and One Laptop
    - 10 Printers and 04 Scanners
    - 06 LCD projectors
    - 01 Diesel Generator Set and 01 UPS
    - 32 CC TV Cameras
    - 02 Ahuja Speakers
    - 14 ACs
    - 01 Podium, 01 Amplifier, One DVR
    - 01 Biometric Facial Recognition Machine
    - 02 TV sets
    - 01 Kan-Pro Projector
    - Wi-fi routers

- **In the session 2013-14 the following pieces of equipment were purchased:**
    - 02 Amplifiers, 01 3D Home Theatre, 01 DVRs
    - 01 Apple i-pad, 04 Tabs, 04 Mini LapTops, 01 Apple Desktop
    - 01 Desktop PC, 01 Hard Disk, 01 Laptop, 01 Laser Printer
    - 32 CC-TV cameras
    - 04 ACs

- **In the session 2014-15 the following pieces of equipment were purchased:**
    - 02 Amplifiers, 01 3D Home Theatre, 01 DVRs
    - Library updated with Synchronix office software and OPAC facility was introduced for students and faculties for access to reference books.
    - 01 LCD projector

- 03 T.V. Sets were purchased

- **In the session 2015-16 the following pieces of equipment were purchased:**
    - 01 Hard Disk
    - 01 Xerox Machine
    - 01 Server
    - 01 Laser Read Barcoding Equipment for Library

- **In the session 2016-17 the following pieces of equipment were purchased:**
    - 02   Desktop Computers, 02 Laptops, 02 Printers
    - 02 Hard Disks
    - Shredder machine.

4.3.2 Student - Computer ratio

Response: 14.64

File Description	Document
Any additional information	View Document
Student - Computer ratio	View Document

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

<5 MBPS

5-20 MBPS

20-35 MBPS

35-50 MBPS

Response: >=50 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	View Document

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: Yes

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	[View Document](#)
Link to photographs	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 3.81

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
2.85	8.42	2.57	2.59	3.37

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	[View Document](#)
Audited statements of accounts.	[View Document](#)

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

Policy on Procurement of Infrastructure Equipment:

• The Institution follows a systematic procedure for procurement of equipment for the purchase and maintenance of equipment.

• The institution asks various agencies dealing with infrastructure sale and servicing for their quotations regarding the purchase of equipment.

• There is a comparative tabulation of the pricing of the goods that will be delivered to our institution.

• A fair and better pricing which suits the interests of the students in particular and institution in general for procurement of infrastructure goods is being dealt with.

Annual Maintenance Related Work:

• This is also followed by the signing of an Annual Maintenance contract for the delivered goods which needs constant running and servicing support.

• The furniture in the classroom is constantly checked for its usability. Defective furniture is repaired as per Annual Maintenance Contract that is given to the firm dealing with repair and renovation.

• At the end of each financial year various agencies from whom the Institution has purchased goods dealing with Infrastructure, IT facilities and IT maintenance are contact and a new AMC is signed with them with certain terms and conditions.

• It is under the clauses of the AMC that the infrastructure is maintained properly for its in-house upkeep working condition.

• There is a maintenance committee comprising of senior faculty professors of the institution to whom the working of various facilities is reported.

• The committee keeps track of the equipment and takes decision for the upkeep and maintenance of the equipment by recommending the matters to the Principal of the institution.

• The funds sanctioned by UGC in relation to the purchase of equipment are also utilized for the AMC for continuous running of equipment and facilities. All the equipment are in constant running condition and thus are under full utilization.

• A similar procedure is followed to maintain the sports equipment for its proper working and usage so that no sports person is injured during his/her exercise in the Gym or in the playground.

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 40.2

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1069	1119	1085	922	780

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	[View Document](#)
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 18.22

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
512	465	437	425	405

File Description	Document
Number of students benefited by scholarships and freeships besides government schemes in last 5 years	[View Document](#)

5.1.3 Number of capability enhancement and development schemes –

1. **For competitive examinations**
2. **Career counselling**
3. **Soft skill development**
4. **Remedial coaching**
5. **Language lab**
6. **Bridge courses**
7. **Yoga and meditation**
8. **Personal Counselling**

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: A. 7 or more of the above

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 13.79

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
341	259	335	366	365

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document](#)

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 27.03

5.1.5.1 Number of students attending VET year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
787	740	654	657	515

File Description	Document
Details of the students benifitted by VET	[View Document]()

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Details of student grievances including sexual harassment and ragging cases	[View Document]()

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 12.07

5.2.1.1 Number of outgoing students placed year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
78	66	62	72	63

File Description	Document
Any additional information	[View Document]()
Details of student placement during the last five years	[View Document]()

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 5.08

5.2.2.1 Number of outgoing students progressing to higher education

Response: 30

File Description	Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: NET/SLET/GATE/ GMAT/CAT, GRE/ TOFEL/ Civil Services/State government examinations)

Response: 0

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/SLET/GATE/GMAT/CAT, GRE/TOFEL/Civil Services/State government examinations) year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

5.2.3.2 Number of students who have appeared for the exams year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
4	3	2	2	3

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.

Response: 25

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
10	7	2	4	2

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	[View Document](#)

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The Student Council was regularly constituted by nominating students as per Maharashtra State University Act in 2012-13 and 2013-14. However, the university elections were banned after 2013-14, and the college could not form the Student Council in 2014-15 and onwards.
The MS University act mandated that a class representative from each class be nominated on merit basis. Thus there were 23 class representatives. In addition to these class representatives, one representative each from NCC, NSS, sport, culture and two lady representatives were also nominated on the Student Council. All these chosen representatives would then elect a University Representative from the college.

The Student Council would take the initiative to organize extracurricular activities in the college with the help of teachers. These students were part of Study Circles of all the departments and would carry out extracurricular activities of the departments. After 2013-14, when the Student Council could not be constituted formally, the meritorious students, nevertheless, were incorporated in various departments' Study Circles to carry out extra-academic activities. They are nominated as president, secretary of the Study Circles. They would then take the lead to organize students and conduct cultural and extra academic programs of the college. They would coordinate among students and teachers for the successful conduct of the programs of the college.
The study circle students are always instrumental in the success of the grand 'Late J. M. Thakar Memorial Intercollegiate Debate Competition held every year in the college where students from different colleges in and around Nagpur participate.
The meritorious students were also incorporated in the student editorial board of the annual college magazine "Shabdangan" to assist the editor of the magazine. The students editorial board used to be of immense help in the publication of the annual magazine.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 17.2

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
13	23	14	18	18

File Description	Document
Number of sports and cultural activities / competitions organised per year	[View Document](#)

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

Vmv Commerce, Jmat Arts & Jjp Science College Alumni Association, Wardhaman Nagar, Nagpur-440008. It is registered under The Societies Registration Act,1860 vide Registration No. MAH/-108/04 (Nagpur)

The objective of the Alumni Association is not only to guide students in the college by its Ex- Students but also to help them build their career in the different disciplines.

The Alumni Association organizes programmes every year on its own, or in collaboration with the college and other Institutions.

The Alumni participates actively in Cleanliness Drive of the college.It also participates in three Plantation Programme and Blood Donation camp organized by the college every year.

The Alumni helps the students of the college to choose their career on the basis of their qualification and aptitude.

Youth Empowerment Programme with the help of JC Nagpur Vibrant, a social NGO. is organized by the Alumni Association so that the student can actualize their potential. Thus, the Alumni help in grooming the students of college so that they can contribute towards society.

The Alumni also help the college to place the students per local requirements of Trade, Industry, and Commerce. The Alumni with the help of the Placement Cell of the college have helped students find jobs while learning in the college.

The meritorious ex-students of the college who are the Alumni organize the programme How to Cope-up with the examination for the recent students. They share their experience with student and guide them to excel academically.

The alumni visited the old age home with college students. The visit was organized by the Student Development Committee of the college. The alumni interacted with elderly people and sought to know the difficulties they face every day so that they could be addressed by the alumni.

The Alumni organized a Stress Management programme, a programme for the Teaching and non-teaching staff of the college as well as for the family members of the Alumni. The persons with expertise in this field were invited to help staff live a stress-free life.

The Alumni raised its fund through Donations and by organizing cultural events. The Alumni also helped the economically backward by providing financial support. The needs of the physically challenged students were also taken care of. The alumni also distributed the textbooks to the needy students.

5.4.2 Alumni contribution during the last five years
<1 Lakh

1 Lakh - 3 Lakhs

3 Lakhs - 4 Lakhs

4 Lakhs - 5 Lakhs

Response: <1 Lakh

File Description	Document
Alumni association audited statements	[View Document](#)

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 8

5.4.3.1 Number of Alumni Association /Chapters meetings held year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	2	2	2

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

Vision

The growth of any institution rests upon the dreams that the founding fathers have established which the posterity realizes through their perseverance. As an institution, our vision is to achieve EXCELLENCE in the first place, and, secondly, apply it for the total and simultaneous growth of all sections of society. Finally, our institution shall serve as a catalyst for ENLIGHTENMENT of the humanity.

Mission

The college is committed to serve the society, especially disadvantaged, and enhance the quality of life through excellence in academically and professionally relevant education and training. The emphasis is on developing right attitudes and values of discipline, dedication and commitment among its members.

Nature of governance, perspective plans and participation of teachers in decision making bodies

- College practices participative management through decentralization of responsibilities and duties of staff members.
- The Principal delegates all the academic and non academic powers based on policy to the committees headed by respective conveners.
- The college delegates authority and provides operational autonomy in all areas of academic performance, decision taking and implementation of plans and polices in curricular programs.
- The college provides autonomy to IQAC convener to organize competitions, guest lectures, seminars, conferences, workshops, and faculty development programs by inviting external experts and resource persons.
- The HODs of the department perform the academic programmes with coordination and support of faculty members and student representatives.
- The departments decide the requirements for whole academic year like equipments, books and infrastructural facilities.
- The convener of Placement committee freely conducts training programs for job opportunities and invites the experts and resource persons for placement training.
- A total of 19 certificate courses are offered which include spoken English, soft skill development, Business Correspondence etc. Computer courses like C- language, Web site designing, Hardware and Networking are also available for professional development of students.
- Various co-curricular and extracurricular activities are organized to nourish special talent of students. These activities are focused towards community and social service. Students are encouraged to raise funds for welfare of orphanage and old age home.
- Computers along with internet facility at nominal fee are available for students.
- Full equipped Library with large number of books on various subjects is available. Journals, magazines, daily news papers are also made available to students and teachers.

- English language lab facility has been started for students which enables them to learn English language easily.
- Economically backward students are given bicycles and free bus passes.
- Remedial classes are arranged for slow learners to improve academic achievements.
- Health camp like Rubella vaccination, Bone mineral density test and Hemoglobin test of girl students, stake holders and residents of nearby areas is organized.
- All the above plans are directed to meet the vision & mission of the college.

6.1.2 The institution practices decentralization and participative management

Response:

For smooth and effective functioning of various administrative and academic activities, the college has adopted participative management practice through decentralization of responsibilities and duties of staff members. The Principal delegates all the academic and non academic powers based on policy to the committees headed by respective conveners through IQAC. The respective committees formulate common working procedures and entrust the effective implementation. The convener manages the day to day activities of the committee and keeps a track of curricular and co-curricular activities in the college. All committees have operational autonomy to devise their programs and implementation procedure. Each teaching staff is member of many committees with at least being convener of one committee. To ensure effective and smooth function of college various committees are constituted which includes of:

- Academic Planning & Development Committee
- Examination and Evaluation committee
- Faculty Development and Placement Cell
- Research & Development Committee
- Perspective Plan committee
- Training & Placement cell
- Women Cell

Case Study – Admission Committee

    Membership

The Admissions Committee is composed of 11 members appointed by the Principal including a convener and members from each faculty.

Committee Process

- The committee meets between April and August frequently as required.
- Members are assigned to review in advance the expected demand of different discipline / subject and expected cut off.

- Admission request are considered only on the basis of merit.
- The committee on the basis of review of previous year trend may submit request for additional seat allocation.

Duties & Responsibilities

- To work out intake capacity in various courses, based on the resources available and permission granted by RTM Nagpur University.
- To ensure all necessary arrangements are in place for distribution of prospectus, registration of forms, seating arrangements for staff, students, parents etc.
- To finalize the starting and closing date of admission.
- To ensure display eligibility for various courses and rules & conditions of admission.
- To prepare and display merit list.
- To guide students about Migration Certificate, Eligibility Certificate etc.
- To prepare and circulate final list of admission
- To interact and guide the students for best option available for their academic development.
- To ensure that admission process meet pre defined criteria in terms of qualification & other prescribed eligibilities.
- To verify the authenticity of mark sheets and certificates.
- The Admissions Committee has complete autonomy and is not to be influenced by any means or individuals. Attempts to influence the decisions of committee are reported without delay to the Principal.

Function

The Admissions Committee formulate and recommend the policies for student admission for approval of Principal and admit students in the College through processes based upon approved policies, such policies relate to

- eligibility criteria and qualification for the admission seekers
- Procedures for prospectus / application distribution and submission.
- procedures for the review of received applications procedures for the allotment and enrollment of students

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

The college management gives liberal freedom to the Principal together with the Perspective Plan committee. They regularly meet and take necessary steps to formulate and implement strategic plans of the college. They invite suggestions from teaching staff and to study the impulses of the institute in general and take steps for further perspective plans.

Implementation of Perspective /Strategy Plan - B. Voc

Under the scheme of Skills Development based higher education leading to Bachelor of Vocation (B.Voc.) Degree under NSQF, College submitted two proposals to The Director B.C.U.D. RTMNU Nagpur in specialization B.Voc. (Acting) & B.Voc. (Theatre and Stage craft) on 23.05.2014. NOC to the same was given by BCUD on 28.05.2014 vide their letter No BCUD/P/2014/444. The UGC approved the above courses vide their letter No F.2-103/2014.

- The courses are in operation since Oct 2014 and the first batch stands graduated in July 2017.
- It aims at developing the skills of its students in the field of Dramatic Art and is based on the assumption that the technique of Acting and Stage Craft (Make-up, Lighting, Costume, Setting, Audio-Video Editing etc.) can be learned by conscious study of principles of Dramatic Art and their Persistent application.
- Bachelor of Vocation is an academic course with multiple exit options. A student can opt for an exit from the course after successful completion two semesters and acquire a Diploma, after successful completion of four Semesters a student is entitled to an Advanced Diploma, only after successful completion of six semesters the student is awarded a Degree.

Advisory Board

Advisory Board includes eminent personalities of Theater and entertainment world. Mr. Paresh Rawal, Mrs. Kiran Kher, Mr. Chandraprakash Dwivedi, Mr. Vikram Gokhale, Mr.Girish Oak are names of par excellence in their respective fields.

Infrastructure

- The infrastructure for the experimental practice of the principles of Dramatic Art has been created in the college in the form of a practice hall with a stage.
- The Classroom Dramatic Productions are showcased on this stage
- A well equipped Make-up room with mirrors with make-up materials, is constructed for imparting training in Theatrical make-up.
- An Advanced Audio-Video Editing unit is installed for imparting the training of Sound and Video Editing to Bachelor of Vocation Students.
- Stage Lights and electrical equipments for Dramatic Productions are also a part of the infrastructural facilities available for the course.
- Changing rooms and store rooms form an integral part of the infrastructure of B.Voc.

In addition to regular Theory and Practical classes B. Voc. student's get opportunity to participate in Theatre workshops and Guest Lectures sessions, which enable them to interact with eminent Artists, Technicians and professionals of Theatre & Films.

A full Length play "Mahatma ka Intazar" was performed by the students in the Deshpande hall and was highly appreciated by eminent theatre professionals. The production was widely covered by the electronic as well as print media.

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The Principal of the college is the administrative Head of the institution. The Institute has various committees to coordinate curricular, co-curricular &extracurricular matters. Council of staff members which includes all Heads of Departments gives suggestion to the Principal on all academic matters including the maintenance of discipline. The Management representatives visit frequently and discuss the issues related to college development, administration, appointment and infrastructural needs. The Principal and staff provide information and suggestions regarding academic and infrastructural development with the Local Management Committee (LMC) / College Development Committee (CDC). In the meeting of CDC the responsibilities are defined and communicated to the staff through the principal. The principal communicates the responsibilities to head of the departments and convener of various committees. The instructions and responsibilities given by the top Management. The College has a team of leaders in all the departments. The decisions and policies related to students, academic as well as co-curricular, are mutually discussed by the team, and decisions are immediately taken and implemented for the benefit of the students. Faculty members conduct various development activities, seminars, workshops, industrial visits for the direct development of the students, and report for the same is submitted to the principal and head of the department. College has grievance redressal mechanism for the staff members. Internal Complaints Committee is also functional. All the procedures, rules and regulations related to recruitment, promotional policies are well defined and are maintained at the College office and IQAC office.

The Nagpur Gujarati Mandal is the management for the institution and holds the final authority in all internal matters. The college is governed by the College Development Council (formerly Local Management Committee) consisting of the representative of the parent society, local community, industry, social workers, the teaching staff, the non-teaching staff and the administration. This CDC is entrusted with the overall management of the college. Within the college the Principal is the institutional head and is responsible for managing the day-to-day affairs of the college. Three kinds of personnel - technical, administrative and teaching - are in place in the college to cater to the workload needs of the respective domains. The Acadmic wing is managed through the heads of various departments and numerous academic committees and coordinators, whlie the administrative side is managed through the registrar/ superintendent and various administrative committees. The service rules, procedures of recruitment and promotaional policies are all governed by the relegant legislations of the government of Maharashtra, especially the Maharashtra Public Universities Act, the ordinances and statutes of the affiliating university (RTM Nagpur Unviersity) and the overarching norms and regulations of the UGC. The college functions entirely within these norms and meticulously follows all rules and regulations promulgated by the relevant authorities from time to time.

File Description	Document
Any additional information	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation: 1.Planning and Development 2. Administration 3. Finance and Accounts 4. Student Admission and Support 5.Examination

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: B. Any 4 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	[View Document](#)

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

The effective implementation of the college's policies, procedures, regulation and working atmosphere and its periodic evaluation is achieved through various committees. Every committee has its objective and role defined to discharge their duties. **Research and development committee** is one of such committee which primarily focus on continual improvement in academic output of college by facilitating the following:

- Encouragement to faculty members for research article publication and research work.
- Financial support to attend conferences / workshops.
- Financial and administrative support to organize Guest lectures and workshops.
- Faculty members are encouraged to participate in professional bodies.

Research and development committee in its one of meeting expressed that research publications are imperative part of academic development and therefore college may have its own platform to articulate the research publications. After a long and fruitful discussion the idea of Rainbow - Multi Disciplinary Journal conceived.

Rainbow

- Rainbow is fortunate to be patronized by the eminent scholars which includes of Vive- Chancellor, President of Sahitya Academy, University Dean of External Affairs and Scientist of par excellence and academician.
- Rainbow provides perspectives on topics relevant to the study. All papers a double blind reviewed. The Editor reserves the right to reject papers that in the view of the editorial board are of inadequate

quality.

- Rainbow is a multi-disciplinary journal and has wide scope of publication. It facilitates the researchers to come on a platform and to share their findings of the research with the rest of the academic world.
- Original research articles and reviews in all areas of Science, Social Science, Commerce, Management, Art Literature and other fields are most welcome in for publication in Rainbow.
- Rainbow with ISSN 2394-6903 compiled wide range of articles that are published after a stringent peer review process.
- **Rainbow** Journal encourages the submission of original manuscripts based on research that bring a novel and important contribution. The articles may be published in English / Hindi / Marathi/Gujarati languages. .

Ethics and malpractice statement

The articles sent in order to be published in the Rainbow will have to observe the following ethics and malpractice requirements:

- The authors have to take responsibility for its content.
- All the articles received are subject to originality verification with the software.
- Submission of a manuscript implies that the work described has not been previously published in the same form or in a substantially similar form and that it is not under consideration for publication elsewhere. Previously published work is not considered for publication.
- Authors are obliged to participate in peer review process and are given opportunity of retractions or corrections of mistakes.

Peer-review Process

All received articles are subject to a peer review by the subject experts. The review of the articles is made from the point of view of the content and of the presentation form of the manuscript and *the following aspects* are assessed:

- Originality, importance and observance of the research field of the proposed subject.
- Quality of the research methodology used.

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

Welfare Measures for Teaching & Non-teaching Staff

College management has recognized that welfare of employees by improving quality of life of employees in particular and their family members in general, will help to achieve the vision of the college. College,

with determination, has adopted all-round welfare measures for employees as its mission.

Statutory

- General Pension Scheme
- Gratuity Scheme
- Group Insurance
- Leave Travel Concession
- Medical Reimbursement
- Maternity Leave
- Loan against GPF account

In order to ensure achievement of the mission, in addition to the statutory welfare measures, the college has adopted a system of formulation of college cooperative society covering the following items

Non-statutory

- Financial support from College Management for attending / presenting papers at National / international conferences / seminars

Cooperative society

- Financial support in case sad demise of staff member while in service
- Financial support to the staff member for marriage of their wards
- Financial support to the meritorious wards of the staff members
- Fee concession to wards of employees
- Low interest bearing loan to Teaching and non-teaching staff to meet additional financial needs
- Emergency Loan

		2012-13	2013-14	2014-15	2015-16	2016-1
Regular Loan	No of beneficiaries	26	14	7	21	17
	Amount Rs	40,64,000	17,80,000	12,50,000	35,58,000	40,95,0
Emergency Loan	No of beneficiaries	30	23	19	21	27
	Amount Rs	4,40,000	3,50,000	3,10,000	6,00,000	8,00,00

Health

Wellness is much more than merely physical health, exercise or nutrition. It is the full integration of states of physical, mental and spiritual well-being. The model used by college includes following measures

- Physical Health – Yearly Medical Camps includes of
- Bone mineral density Test
- Hemoglobin Test
- Sugar Level Test
- Mental Health & Spirituality
- Yoga & Meditation Classes
- Motivational & Spiritual Lectures
- Counseling

Entertainment

- Cultural and get together
- Sports

Some other Welfare measure

- Contributory/Ad-hoc teachers on request are given an advance as their   salary payment is released only at the end of the financial year by the State Government.
- Contributory /Ad-hoc teachers are financially helped by being given invigilation duty against remuneration for various Banking, C.A. and State level competitive exams that are held on Sundays.
- Coordinators of PG Courses are remunerated for their additional administrative responsibility.
- Class III and class IV staff members can apply for an advance from the management when the salary cheques from the government are delayed.
- Leave and vacation benefit are the same for permanent staff and those on ad hoc or contract program.
- Talks are going on with the Bank of Maharashtra that hold all salary accounts to have an ATM installed in the premises.

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 32.21

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
15	12	19	15	17

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 3.6

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	1	4	9	2

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	[View Document](#)

6.3.4 Average percentage of teachers attending professional development programmes viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programme during the last five years

Response: 40.47

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
3	11	18	31	30

File Description	Document
Details of teachers attending professional development programs during the last five years	[View Document](#)

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

- The performance appraisal system proves to bring out qualitative output in academic performance of the college.
- Performance appraisal system is implemented as per the guidelines of U.G.C.
- It is also a process to facilitate career advancement of teachers, so it is a part of continuing professional development or career advancement.
- As per U.G.C. regulations 2010 it is mandatory for all college teachers to prepare Performance Based Appraisal in the prescribed format for career advancement.
- Based on the teacher's self-assessment, API scores are proposed for (a) teaching related activities; (b) domain knowledge; (c) participation in examination and evaluation; (d) contribution to innovative teaching, new courses etc.
- API scores are proposed for co curricular and extension activities and professional development related contribution.
- API scores are also proposed for research and academic contributions which encourage teachers to go for more research activities.
- After receiving the outcome of performance appraisal report of the staff by Principal, the appraisal reports are analyzed and identified the strength and weakness of faculty. Adequate measures are taken to improve quality of teaching learning process.
- Self appraisal helps to figure out strengths and weaknesses of the teachers. It allows one to take an honest look at oneself and to evaluate and document one's own performance
- It is also a process to facilitate career advancement of teachers, so it is a part of continuing professional development or career advancement.
- The performance of non-teaching staff is assessed in terms of work ethics, discipline, performance, punctuality, integrity and devotion to work. On the basis of above mention criteria their performance is evaluated by LMC and if found satisfactory, they get promoted to next higher grade of pay.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

College conducts the internal as well as external financial audits regularly. The audit is carried out by both internal and external agencies. Audits of the college as a whole are carried out every year without fail. The first instance of audit is the college accounts department which prepares the draft audited statements and ensures that all financial matters and transactions are in consonance with the applicable norms and regulations. In the second instance, every year these accounts and transactions are audited by professional and licensed chartered accountant agencies, which carry out the audit independently and certify if the financial matters have followed requisite norms or not and point out discrepancies if any.

In addition to these general overall audits, the college carries out regular audits of the financial matters associated with specific schemes, grants and projects. These audited statements and utilization certificates are regularly sent to the state government, the funding agencies and regulatory authorities like the UGC.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III)

Response: 8.86

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
2.55	2.18	2.7	.74	.69

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The college receives limited amounts of grants from the UGC aimed at particular academic and developmental objectives. It also receives salary grants from the state government but only for the staff employed on grant-in-aid posts. However, these funds do not cover all the financial needs of the college, and are not adequate to ensure good maintenance and continuous growth of the college. It therefore employs a range of strategies to mobilize funds and to save funds through optimum utilization of resources.

The college is availed by government / private organisation for different exams on college holidays / Sundays etc… The revenue generated through these exams is utilized by college for developmental activities.

The scholarships and free ships from the government are periodically received for the students. Further the grants received from UGC are strictly used for the purpose for which they are granted.

The college also runs some self-financing courses which are quite popular. By maintaining a good standard of these courses, the college has been able to attract good number of students to many of these courses. There are also other sources like the alumni and the former staff members of the college who contribute some funds to various initiatives of the college every year. The college also firmly believes that funds saved are also funds generated and hence tries to ensure that there is minimum wastage of resources and that every kind of resource is used optimally to its fullest potential. This is achieved in different ways such as sharing and pooling of facilities, equipment and resources, reuse and recycle of resources wherever possible and minimizing the needs of using any resource as far as possible.

Audit is done by registered chartered accountant at the end of each financial year.

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

IQAC plays an important role in designing, framing and implementing the policies of the college which are planned as per NAAC guidelines. Important contributions are mentioned below.

- IQAC contributed to designing and producing a revamped teacher diary to cover various aspects teacher work right from teaching plan, lesson plan, leave record, conducting various activities, paper presentation and participation in conferences etc. So from teachers diary one can get the complete profile of the teacher.
- IQAC supported various departments with the process of formalizing the agreements and understandings they had with different agencies and institutions for programs such as faculty and student exchange program, collaborative research work etc…
- the IQAC was instrumental in introducing several short term and add on courses.
- With the initiative of the IQAC post graduate courses in PHY, CHE and MATHS started from the session 2016-17.
- In addition to this, the IQAC coordinated and prepared the Handbook on Code of Couduct for the students and also for the staff to formally acknowledge the commitment of the college, its students and the staff to certain core values and ethical principles.
- The IQAC also contributed to strengthening the teaching learning processes by constantly working with the teachers and students on expanding the use of ICT in teaching-learning, augmenting infrastructure and facilities for the same, building up online and e-resources, reforming and innovating evaluation practices and promoting beyond-class interactions with students especially using social media platforms.
- The IQAC also regularly coordinated with the staff, students and alumni in collating ideas and needs for regular improvements of the campus facilities and infrastructure. As an important means of this, the IQAC developed reformed instruments of feedback collection and created ways of gathering online feedback from teachers, students, alumni and parents.

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

The college conducts a periodic review of the teaching-learning processes and the learning outcomes. Monitoring is carried out in phases.

- First is the feedback which is collected from the students twice in the year, at the end of each semester. The feedback is collected both on the courses they attend and the teachers teaching them

as well as the infrastructure and facilities available for teaching and learning. Feedback is also added from a few alumni and parents. The feedback provides useful information while reviewing the teaching learning processes and the college plans.

- The second source is the data on the performance of students at the internal assessment activities and the final university examinations. This data gives a good idea in terms of teaching practices, student progress and the learning outcomes.
- The third useful source of inputs for review is the data from teacher performance appraisal and teachers' experiences and observations.
- Taking into account all these kinds of inputs the college carries out periodic review of its teaching learning processes, its strategies and methods of operation and its short and long term plans.
- The review happens at the departmental level, where each department takes stock of their teaching-learning activities and the outcomes from them. The IQAC gets feeding from them on this which helps the IQAC prepare comments and suggestions for all. Mostly these topics and issues are taken up at the staff council meetings, but occasionally also at departmental meetings.
- The IQAC also plays a significant role in preparing the annual academic calendar, the schedules and plans for the continuous internal evaluation and the plans for co-curricular activities.
- The IQAC also helps the college administration and individual departments to regularly monitor the changing needs in terms of infrastructure, resources and equipment, in view of the periodic changes in the curricular structures and syllabus contents.Periodic review is also carried out at the meetings of the heads of departments with the principal, at which they share their observations and experiences with each other and collectively plan further actions.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 5.2

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
3	6	5	5	7

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	[View Document](#)

6.5.4 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
2. **Academic Administrative Audit (AAA) and initiation of follow up action**
3. **Participation in NIRF**

4. ISO Certification

5. NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	[View Document](#)

6.5.5 Incremental improvements made during the preceding five years *(in case of first cycle)* **Post accreditation quality initiatives** *(second and subsequent cycles)*

Response:

The enhancement in the college over the past five years may be broadly summarised as follows.

- The college has significantly improved its library stock and added a large number of e-resources as well. Through the INFLIBNET membership now the staff and student have access to over 8500 journals and 8 lakh books.
- Laboratories have also been upgraded with ne equipment added to them. There has been upgradation of the parking, disabled facilities, departmental spaces, the seminar hall, all computer centers and cultural facilities.
- A number of toilets have been added and the old ones upgraded.
- Expansion of ICT: The college has continuously added to its ICT infrastructure. For example, the internet speed from 256 kbps to 80 mbps, the entire campus is now wi-fi enabled and large number of ICT peripherals are available in the college.
- Most of the processes and functions in the college offices, library, accounts section and student services has been computerized and automated. This has made the work faster and more transparent and better manageable.
- The college introduced several add-on courses to impart employability and life skills to the students.
- It also introduced skills based graduate programmes like B. Voc in Acting, Theater and stage-craft.
- College also started number of post graduate courses like M.Com. MA in English, Hindi and Economics.
- In 2016-17 session college started MSc. Course in Physics, Chemistry and Mathematics.
- The college also launched Ph. D. research centres in commerce.
- More ICT in teaching-learning: The expansion of ICT facilities & e-resources has led to remarkably greater use of ICT in teaching-learning. Teachers use a wide range of teaching methods and use

multimedia and e-resources for the purpose.

- All classrooms now have wi-fi access. The spread of internet connectivity has led to the use of online resources and study materials by teachers and students and also much more student-teacher interaction and support, especially using social media platforms.
- The college has significantly improved the maintenance of infrastructure and facilities with the hiring of professional agencies. It has now a huge security network with nearly 50 CCTV cameras and professional security agency guarding the campus.
- Developmental Initiatives: The college held a large number of staff development activities and organised quality assurance initiatives. It also considerably improved its community outreach activities, Alumni association activities and linkages and collaborations.
- The last five years have also seen remarkable increase in research studies and publications, including the launch of a multidisciplinary research journal.
- The college has substantially jacked up solar energy production with a bulk of consumption shifted to solar energy. Consumption is further reduced through extensive use of LED lights. Other importance green initiatives include rain water harvesting, waste management, compost pits, recycling of waste water, reuse of resources and less-paper procedures.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 24

7.1.1.1 Number of gender equity promotion programs organized by the institution year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	3	10	9

File Description	Document
List of gender equity promotion programs organized by the institution	[View Document](#)
Any additional information	[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:
    1. Safety and Security
    2. Counselling
    3. Common Room

Response:

1. **Safety and Security**
    1. The discipline committee has been working for resolving all the security issues by keeping a close watch and by giving parental guidance to all girl students. Phone numbers of members of discipline committee are displayed at prominent places in the college premises to address problems relating to **sexual harassment**. **CCTV cameras** have been installed in every corridor of the college for the safety of the students (especially girl students**). Patrolling guards** are deputed at each floor for the safety of students. **Help line numbers** are displayed at prominent places to enable the girl students and faculties to make call at times of emergency. **Complaint boxes** have been installed at every floor to register complaint if any.. **Grievance and Anti-ragging cells** have been constituted in the college which enable the students to directly communicate with the concerned authority. Work shop on self-defence such as **Karate workshop** is conducted since last three years to impart safety techniques to girl students. To ensure the health of girl students various health camps such as **Rubella vaccination camp**, **Hemoglobin checkup** camp are organized every year in the college.

1. **Counseling**
   1. Girl students are informed and encouraged at the beginning of every session to confide their emotional and psychological problems at informal level to the counselor appointed especially for this purpose. The information shared by them is kept confidential. The counseling cell consists of trained and experienced faculties who deal with academic as well as non-academic grievances of the students. Eminent faculties are entrusted with the responsibility of creating awareness about suicide prevention amongst the youth. Common issues regarding life (love failure, premarital affairs, caste) are discussed with students so that they can understand the issues related to them, . Guest lectures by reputed doctors, psychologist have been organized to create awareness about the signs and symptoms of depression and other psychological issues.. Counseling cell is also responsible for the welfare and development of the students. As the students admitted in the college generally belong to **weak socio-economic background**, academic counseling is also provided by the counselor. The trained staff resolves the economic issues of the students through students welfare committee constituted for this purpose. Career counseling is also provided to the students through placement committee. The women cell organizes various interactive sessions and guest lectures on gender issues of the students.

2. **Common Room**
   1. The college has a common room for the benefit of the girl students. The room is equipped with basic facilities such as bed, proper sitting arrangement, curtains for privacy, mirror for grooming. Cupboard for storing cloths to be changed during raining season, first aid box with basic medicines needed at times of emergency and facilities for various indoor games(Carom and Chess) for recreation of students. The common room is just opposite the girls wash room for the convenience of the students.

7.1.3 Alternate Energy initiatives such as:

1. **Percentage of annual power requirement of the Institution met by the renewable energy sources**

Response: 36.5

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 12552

7.1.3.2 Total annual power requirement (in KWH)

Response: 34392

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	[View Document](#)

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 37.12

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 12765

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 34392

File Description	Document
Details of lighting power requirements met through LED bulbs	[View Document]

7.1.5 Waste Management steps including:
- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

Waste Management steps including:

1. **Solid waste management**

The Bio- degradable and non –biodegradable waste is segregated by use of color bins. Red and blue bins are installed at each floor for disposal of waste. Blue bin is used for biodegradable waste and red bin for non- bio degradable waste. Compost pit is created in the college campus for Vermicomposting of bio degradable waste. Plastic bags are banned in the college premises. We have a Paper shredder in the college for disposal of waste paper. The college disposes off non- biodegradable waste through Nagpur Municipal Corporation. The college has also installed sanitary napkin incinerators in the wash rooms for disposal of used sanitary napkins. Plastic cups for tea are replaced by biodegradable cups in the canteen. The College is actively involved in making students aware about about cleanliness of lakes and water bodies at prominent places in the city through the Rotrat Club, NCC and NSS of the college during Ganesh Visarjan by conducting Nirmalya Visarjan Drives The blank papers and cardboard of records of one batch are reused for another batch, thus minimizing the waste. The college has hired a housekeeping agency to maintain the cleanliness of building and campus.

2. Liquid waste management

Waste chemicals generated in the chemistry laboratory are properly disposed off. Students are encouraged to perform micro scale experiments in order to minimize the quantity of hazardous chemicals. College takes care to reduce and eliminate wastage of water through timely repair and proper maintenance of water storage and distribution system. Leakage in taps is identified and proper plumbing procedures are carried

out to prevent wastage of water.

3. E-Waste management

College has tied up with an NGO (Renovatio) for e-waste disposal drive. Students actively participate in the drive and collect e-waste from nearby areas which is then properly disposed off. Best out of e-waste competition are conducted by the college to enhance the creativity of the students. Students are encouraged to make creative articles like key-chain, photo frame, containers, pen holders out of CDs, Floppies, sensors, LEDs and RAM.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

College faces water limitations during the summer season. The college uses rainwater harvesting to its advantage. Since there is heavy rainfall during the monsoon, the falling water is directly collected in open tanks and reused for a variety of purposes. While some of the harvested rainwater satisfies the needs of the college, a lot of it also goes into recharging the ground water and rejuvenate the depleting ground water resources. Thanks to rainwater harvesting, the wells of nearby area maintain substantial stock of water throughout the year, even when water tables go down in summer. The harvested rainwater is utilized mainly for external uses in the campus lawns and the gardens, as well as sprinkling of playgrounds and preparation of fields. A part of the rainwater is also routinely used in the laboratories for a variety of purposes. Harvested rainwater also contributes to the well water stock, which serves as the main source of water used in washbasins, toilets and other tap points.

7.1.7 Green Practices
* **Students, staff using**
a)   **Bicycles**
b)   **Public Transport**
c)   **Pedestrian friendly roads**
* **Plastic-free campus**
* **Paperless office**
* **Green landscaping with trees and plants**

Response:

1.*Green Practice*

* **Students, Staff using**

1. Bicycles
2. Public Transports
3. Pedestrian Friendly Roads

Most of the students coming to college use bicycles as a mode of transportation. Students are provided with **free bus passes** by the college for their commutation to the college. Students are also provided with **free bicycles** every year. In order to ensure cleaner air, the college has prohibited the entry of heavy vehicles inside the college premises. Guest lectures and power point presentations are organized to sensitize staff and students on environment and sustainable development.

- **Plastic free campus**

Plastic cups for tea are replaced by **biodegradable cups** in the canteen. Plastic free zone is created in the college, thus encouraging the students to use paper or jute bags. The college In association with NGO (Renovatio) has conducted ban on plastic drive in the nearby area.

- **Paperless office**

The College encourages online submission of assignments by the students to minimize the use of paper and also to promote the use of technology. Notification about meetings, instructions to staff and students is communicated through SMS and e-mails, thus moving towards paperless functioning. Reuse of cardboard and blank paper of record books by the students in next semester.

Digital notice board have been installed displaying notices, pictures of the event and other important information to the students.

- **Green landscaping with trees and plants**

Oxygen Park is developed in one of the areas in the premises where plants such as Areca Palm, Aloe-vera, Neem, Tulsi have been planted to increase the oxygen content in the air. The college makes sincere efforts to promote **carbonneutralization** on the campus by strictly adhering to the policy of non -burning of waste in the premises. Regular plantation of sapling is carried out in the premises through NSS, NCC, campus beautification committee and Rotrat Club. College has adopted a village (Pawangaon) where regular plantation drives and cleanliness drives are conducted by the students of NSS. **1000 saplings** were planted in the premises of Raj Bhavan by Students of NSS and NCC. Practice of welcoming guests by gifting saplings instead of bouquet. Has been adopted by the college.

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 4.42

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
1.74	16.1	2.51	1.30	0.44

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: B. At least 6 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 8

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	2	2	1	1

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File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	[View Document](#)

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 23

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
7	5	5	3	3

File Description	Document
Any additional information	[View Document](#)
Details of initiatives taken to engage with local community during the last five years	[View Document](#)

7.1.12
Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document	
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	[View Document](#)	

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document	
Provide URL of website that displays core values	[View Document](#)	

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other

constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document

7.1.15 The institution offers a course on Human Values and professional ethics

Response: No

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Any additional information	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 48

File Description	Document
List of activities conducted for promotion of universal values	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

Event	Date
Independence day	15th August
Republic day	26th January
Gandhi Jayanti	2nd October
Lal Bahadur Shastri Jayanti	2nd October
Sardar Vallabhbhai Patel Jayanti	31st October
Dr. Ambedkar Jayanti	14th April
Savitribai Phule Jayanti	3rd January

Vivekanand Jayanti	12th January
Sarvapalli Radhakrishnan Jayanti	5th September
Dr Abdul Kalam Death Anniversary	27th July
National Science Day	28th February

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

8. The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions. We have a system of internal checking in the office section. Accounts are audited by internal auditors at regular intervals. We have a three tier system of checking the financial transactions .At the initial level the financial transactions are checked by the concerned clerk, followed by chief accountant and then by the registrar and finally by principal. The institute's annual report and audited financial statement are made available for the inspection of the government authorities.

Academic transparency is maintained right at the time of admission of students. Merit list of the students is displayed and admissions are strictly done on Merit basis. Records of unit test, terminal examination and viva voce are maintained by the examination committee and are made available for inspection of stakeholders throughout the session .Code of conduct of students and faculties is uploaded on the website. Question bank related to each subject, as per the syllabus, is made available on the college website. The course coverage of each subject is closely monitored by the head of department of concerned stream.

Administrative transparency is maintained through complete disclosure of proceedings of the institute to the faculties as well as the students by the administrative staff. Faculties have access to the government regulations forwarded by the State government, UGC or legal cell of Nagpur university. Our Institute adopts decentralization of administrative functioning. Different committees are formed to take care of different activities. Staff (teaching and nonteaching)representation on the LMC along with the members of management impart transparency in the college administration. Appointments are done as per the directives of the government. RTI compliance is strictly adhered to. Information regarding various department is displayed on the notice board through infographics

Extracurricular activities of the college are reported in VMV bulletin published every 3 months.
The bulletin is distributed to the students as well as faculty members.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

1] TITLE OF THE PRACTICE

RUBELLA VACCINAION CAMP FOR GIRL STUDENTS, STAKEHOLDERS AND RESIDENTS OF NEARBY AREA

2] OBJECTIVE

1. To Prevent fetal rubella infection and subsequent congenital rubella syndrome(CRS) In new born
2. To prevent girl students from the ill effects associated with the rubella virus
3. To prevent rubella infection in girls during early pregnancy

3] THE CONTEXT

Rubella is caused by a virus from the genus Rubiuius. Symptoms include low grade fever, respiratory problems, and most normally a rash of pink color on body. A woman who contacts rubella infection during pregnancy can pass the infection to the developing foetus that may cause congenital defects in the child or even miscarriage. Rubella can be prevented by administering a vaccine before marriage.

4] THE PRACTICE

The Rubella vaccination camp is organised every year for the girl student of the college. Renowned gynecologists of east Nagpur Dr. Kumud thakkar, Dr Shobha Gandhi administers the vaccine to the girls and also orient the students about the rubella virus.

5] EVIDENCE OF SUCCESS

Approximately 200 to 225 girls of college and nearby areas administered the vaccine in 2016.The number of girls administering the vaccine is increasing every year. Students of Rotract club are actively involved in creating awareness in the locality about Rubella vaccine. Pamphlets of Rubella are distributed in the nearby areas.

6] THE PROBLEMS ENCOUNTERED & RESOURCE REQUIRED

Due to poor socio- economic background of the students, it was difficult to convince the parent about the usefulness of the vaccine. Parents were skeptical about the side effects of the vaccine.

1] TITLE OF THE PRACTICE

ICT TRAINING TO ALL THE STUDENTS OF THE COLLEGE AND

POWER POINT PRESENTATION COMPETITION.

2) OBJECTIVES

1. To enhance the quality of teaching learning process
2. To enable the students make effective use of ICT in their daily activities.
3. To empower students with technical expertise by spreading digital liter

THE CONTEXT

An opportunity of technical training to the students enables them to explore innovative practices in technology. Power point presentation competition organized by the college enables the students to effectively analyze and convey their ideas through the use of ICT tools

THE PRACTICE

Institution endeavors to provide skill based training to the students of the college on ICT application through ICT training programs conducted by the computer department. Basic concepts of MS office are taught to the students. Power point presentation competition are conducted by the research department every year to enhance the presenting skills of the students.

EVIDENCE OF SUCCESS

Ganesh Vandile of B.Sc. participated in intercollegiate power point presentation competition under the banner AVISHKAR held at University Campus in the year 2014. He won first prize in the PPT competition

Problems Encountered

The students coming to the college come from poor socio-economic background and do not have necessary resource for ICT learning at their disposal. Most of the students do not possess the basic skills to operate computer and keyboard.

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

The success of any institute depends on the comprehensiveness and relevance of the objectives they set and the efforts they put in to achieve them. Rightfully so, out of our multiple priorities the one that we prioritize is our endeavors to prepare the students to face professional challenges in their life and contribute to the wellbeing of the society as responsible citizens

The execution of our vision and mission is reflected in our education extension programs and curricular activities undertaken by us. The institution envisages to impart academic and professional excellence through various crash courses conducted by the college on routine basis to enable our students in achieving core competence, in facing the global requirements.

For attaining academic excellence , the college runs various crash courses such as Learning skills, Fundamental of English Grammar, Business Correspondence, use of ICT, Mobile Learning , Spoken English, Soft Skills training etc. for students and staff.. Vocational courses such as Training in Tally, B.Voc, Hardware and Networking are also a part of instructions. The college language lab is a unique feature to upgrade the ability of our students in listening, understanding and speaking English language through various modules

Other than academic, the institution aims at preparing the students for competitive exams, to enable them to face global requirements through various aptitude test training programs such as MPSC, UPSC, SSC, NET, SET and so on.. In such training, students are groomed for advanced learning. To impart professional excellence to the students, the institution organizes guest lectures, seminars, Powerpoint Presentation competition. The college avails platform to the students for vocational training by organizing Intercom, Xerox lamination workshops. The college also organizes Phenyl, detergent making workshops to enhance their entrepreneurship aptitude.

To facilitate access to higher education and understand dignity of labor the institute runs Earn and Learn Scheme, where a student can earn and learn simultaneously enabling one to pay fees herself/ himself.

Keeping pace with the advancement in the spheres of human endeavors, our institute enriches the learning

experiences of the students by imparting training in information and communication technology from time to time.

Along with academic and professional excellence, a sense of responsibility towards society has also been envisaged as a the part of our mission. Hence we encourage our students to organize community extension services to sensitize them to core human values. Donations of medicine to old age home , imparting skill development training to the inmates of orphanage, Rubella Vaccination Camps Bone Mineral Density Checkup camps for the residents of nearby areas , Plantation Drives, Green Garbage drives, Free tally courses , ICT training for the community, distribution of library books , Art Of Living courses, Blood Donations camps, Hemoglobin Checkup camps Sickle cell checkup camps are some of the initiatives undertaken by the students of the institution to serve the society. Thus the institution through its vision and mission endeavors to serve the society and improve the all-round growth of our students.

5. CONCLUSION

Additional Information :

The college faces several constraints as it caters to predominantly student population from underprivileged sections of the society and has to operate within the restrictions of an affiliating university. The performance, achievements and shortcomings of the college need to be seen against the backdrop of these circumstances.

College is making the sincere efforts towards the students' benefits as a whole. Through the existing setup, College is definitely proving to be a strong Learning centre for the Community around.

Concluding Remarks :

 Despite many challenges before the college, enrolment of students is increasing day by day which creates infrastructural and staff deficiency. But with the construction work going on we will overcome from infrastructural deficiency to a great extent. College will continue to meet the aspirations of the youth of the locality and will continue to play a constructive role in making of the society and the nation.