

**Shikshan Prasarak Mandal Kamptee's
Seth Kesarimal Porwal College of Arts & Science & Commerce,
Kamptee, Nagpur, Maharashtra**

Annual Quality Assurance Report (AQAR)

2017 – 2018

Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL (NAAC)

BENGALURU

Prepared By

Internal Quality Assurance Cell (IQAC)

Seth Kesarimal Porwal College of Arts & Science & Commerce, Kamptee

Website : www.skpckamptee.org

Web-link of the AQAR : <http://www.skpckamptee.org/AQAR2017-18.pdf>

NAAC Track ID : MHCOGN11004

**The Annual Quality Assurance Report (AQAR) of the IQAC
2017-18**

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

Part – A

1. Details of the Institution

1.1 Name of the Institution

Seth Kesarimal Porwal College of Arts &
Science & Commerce, Kamptee

1.2 Address Line 1

Near Dragon Palace

Address Line 2

Kamptee

City/Town

Nagpur

State

Maharashtra

Pin Code

441001

Institution e-mail address

principal@skpckamptee.org

Contact Nos.

9272226921

Name of the Head of the Institution:

Dr. M. B. Bagade

Tel. No. with STD Code:

07109-288346

Mobile:

9890830914

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

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

1.5 Website address:

Web-link of the AQAR:

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

1.6 Accreditation Details

S. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	-	16/06/2004	05 years
2	2 nd Cycle	B	2.82	28/03/2010	05 years
3	3 rd Cycle	A	3.01	16/09/2016	05 years
4	4 th Cycle	--	--	--	--

1.7 Date of Establishment of IQAC: DD/MM/YYYY

1.8 AQAR for the year (for example 2010-11)

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

- i. AQAR 2015-16 submitted to NAAC on 05-09-2017
- ii. AQAR 2016-17 submitted to NAAC on 24-09-2017

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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

Rashtrasant Tukadoji Maharaj
Nagpur University, Nagpur

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence	No	UGC-CPE	No
DST Star Scheme	No	UGC-CE	No
UGC-Special Assistance Programme	No	DST-FIST	No
UGC-Innovative PG programmes	No	Any other (<i>Specify</i>)	--
UGC-COP Programmes	Yes		

2. IQAC Composition and Activities

2.1 No. of Teachers	09 (Nine)				
2.2 No. of Administrative/Technical staff	03 (Three)				
2.3 No. of students	Nil				
2.4 No. of Management representatives	02 (Two)				
2.5 No. of Alumni	01 (One)				
2.6 No. of any other stakeholder and Community representatives	Nil				
2.7 No. of Employers/ Industrialists	Nil				
2.8 No. of other External Experts	Nil				
2.9 Total No. of members	15 (Fifteen)				
2.10 No. of IQAC meetings held	04 (Four)				
2.11 No. of meetings with various stakeholders:	No.	04	Faculty	02	
Non-Teaching Staff	01	Alumni	01	Others	--
Students					

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total No. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- ❖ IQAC reviewed the academic performance and conducted the academic audit of all the departments.
- ❖ IQAC provided support for organizing quality enhancing programs for students.
- ❖ IQAC motivated the teaching staff for quality research publications and presentations.
- ❖ IQAC motivated the teachers for increasing extension activities.
- ❖ IQAC contributed to cultivate ingredients of social service among the students with the help of various social activities.
- ❖ IQAC motivated NSS unit and NCC troop for implementing cleanliness drives and campaigns.
- ❖ IQAC contributed in the CAS placements of teaching staff.
- ❖ IQAC provided support in the tree plantation drives and blood donation camps.
- ❖ IQAC provided counselling and help to the staff members related to the quality enhancing and management issues.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
To enhance research activities	IQAC motivated teachers to actively engage in research work leading to a total of 132 publications in various forums. One Major project has been completed and Four Major Projects has been submitted. One Minor Project is ongoing. Two research papers have been published with National Collaborations. Many faculties have authored books with ISBN number.
To conduct academic audit of all the departments	IQAC reviewed the academic performance and conducted the academic audit of all the departments.
To organize University level competitions for students	Intercollegiate University Level Seminar Competition for UG Chemistry Students organized by Department of Chemistry on 24 th September 2017. Annual Inter-Collegiate University Level Debate Competition organized on 7 th October 2017.
To create health awareness	IQAC through Health Awareness Cell has successfully organized three days Sickle Cell Screening Camp for Staff and Students, Health Check Up Camp for teaching and non – teaching staff members, Awareness Program on Cancer and Yoga Day Programme. IQAC has also contributed in Grand Health Check Up Camp for local public organized in the college campus by Honorable Shri. Chandrashekhar Bawankule, Cabinet Minister, Government of Maharashtra on 16 th and 17 th December 2017.
To take feedback from students	Feedback was collected from students in February – March 2018 and analysis was done.
To make the campus eco – friendly	NSS and NCC do the monthly cleanliness drives in the college. The college campus is plastic free. Tree Plantation Programs are organized by NSS and Alumni Association. Population Club has conducted Swacchta Abhiyan in College.
To arrange social awareness programs	Programme on Anti-Corruption organized by Social Awareness Cell. IQAC organized Bank Customer Meet in association with Bank of Maharashtra. N. S. S. Camp taken at Gram Panchayat Shirpur – Ghorpad, Tehsil – Kamptee, Nagpur from 23 rd February 2018 to 1 st March 2018. Blood Donation Camps were organized.

To enhance the teaching learning process	Guest Lectures of eminent personalities were arranged for students in college. Study tours were organized. Many students were sent to participate in different competitions in other institutions. Student centric teaching strategies were introduced.
To organize annual co – curricular activities	The annual co – curricular activities were organized from 15 th January 2018 to 20 th January 2018. The students actively took part in the different competitions organized for them. The annual Prize Distribution was also done on last day.
To celebrate birth and death anniversaries of famous personalities	The college celebrates the birth and death anniversaries of famous Indian personalities as notified by Government of Maharashtra and the University. In addition, the college observes Late Rakesh Kumarji Porwal Smriti Din, Late Seth Kesarimal Porwal Punyatithi Program, Mahaparinirvan Day of Dr. Babasaheb Ambedkar. Birth Anniversary of our founder president, Late Nemkumarji Porwal is celebrated as Founder’s Day.

** Academic Calendar of the year 2017-18 is attached as Annexure I.*

2.16 Whether the AQAR was placed in statutory body Yes No
Management Syndicate Any other body

Provide the details of the action taken

Management approved the plan of action after discussions with Principal and IQAC and formal sanction was given.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	02	Nil	02	Nil
PG	06	01	06	Nil
UG	04	01	01	Nil
PG Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	02	Nil	02	02
Others	01 (YCMOU)	Nil	01	Nil
Total	15	02	12	02

Interdisciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	08
Trimester	Nil
Annual	02

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

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

*An analysis of the feedback is provided in the Annexure II.

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

Yes. The Board of Studies, R. T. M. Nagpur University, Nagpur, of every subject reviews and updates syllabus of their particular subjects yearly. Semester Pattern was introduced in class B. Com. II and B. A. II from 2017–2018 onwards and accordingly their syllabus was revised.

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Assistant Professors	Associate Professors	Professors	Others
	46	35	11	Nil	Nil

2.2 No. of permanent faculty with Ph.D. 37

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Assistant Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	00	08	00	00	00	00	00	00	00	08

2.4 No. of Guest and Visiting faculty and Temporary faculty 05 13 15

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	2	9	6
Presented papers	7	11	3
Resource Persons	1	2	1

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

- ❖ Student centric teaching strategies were introduced.
- ❖ Field based studies and surveys enriched the teaching learning process.
- ❖ Teaching faculties and students are encouraged to use ICT tools in teaching and learning process.
- ❖ Research based assignments and projects were completed by students.
- ❖ Student seminars and group discussions were organized.
- ❖ Guest lectures of renowned persons were arranged for students.

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

180 days

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

As per the directions of R. T. M. Nagpur University, Nagpur the Internal Examination/Evaluation is done by the institution and External Examination/Evaluation is done by the University.

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

11 11 11

2.10 Average percentage of attendance of students

Above 75 %

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	97	0	0	42.1	57.9	39.2
B.Com	135	0	9.5	70.2	20.2	62.2
B.Sc.	147	7.7	37.1	55.2	0	78.9
B. Sc. IT (I Year)	20	0	100	0	0	10
M.A. (Sociology)	15	0	26.7	73.3	0	100
M.A. (Economics)	4	0	0	0	100	25
M.Sc. (Chemistry)	15	0	66.7	33.3	0	20
M.Sc. (Microbiology)	17	29.4	52.9	17.6	0	100
M. Sc. IT (I Year)	1	0	100	0	0	100
M.Com	22	13.3	66.7	20	0	68.2

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

- ❖ IQAC makes annual planning of various programmes and monitors its implementation.
- ❖ IQAC does the academic audit of every department.
- ❖ IQAC provides support in organizing quality enhancing programmes for staff and students.
- ❖ IQAC notifies various schemes of UGC / Government / University etc. for betterment of teaching and learning.
- ❖ IQAC always takes up issues related to teaching and learning in meetings of IQAC, Staff and Principal.
- ❖ IQAC proposes various methods to make the teaching more students centric.
- ❖ IQAC periodically visits every department to monitor the functioning of the department.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	06
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	04
Faculty exchange programme	01
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	02
Others	Nil

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	22	03	Nil	Nil
Technical Staff	37	07	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

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

- ❖ Research Promotion Cell has been constituted to monitor, promote and encourage the teachers for doing quality research in their fields.
- ❖ IQAC regularly interacts with teachers for sensitizing them about research schemes, revised guidelines/directives of funding agencies.
- ❖ IQAC persuades the college authority to sanction duty leave and necessary funds to the teachers to facilitate research activities.
- ❖ Research Promotion Cell scrutinizes research proposals before submission to the funding agencies.
- ❖ IQAC ensures that financial provision is made in the annual budget for research and extension activities.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	--	--	04
Outlay in Rs. Lakhs	11,76,028	--	--	48,07,249

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	01	--	--
Outlay in Rs. Lakhs	--	90,000	--	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	22	28	02
Non-Peer Review Journals	01	05	--
e-Journals	23	33	--
Conference proceedings	07	11	--

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	--	--	--	--
Minor Projects	2 Years	UGC	90,000	70,000
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects <i>(other than compulsory by the University)</i>	--	--	--	--
Any other(Specify)	--	--	--	--
Total			90,000	70,000

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

05

Chapters in Edited Books

08

ii) Without ISBN No.

NIL

3.8 No. of University Departments receiving funds from

UGC-SAP

NIL

CAS

NIL

DST-FIST

NIL

DPE

NIL

DBT Scheme/funds

NIL

3.9 For colleges

Autonomy

--

CPE

--

DBT Star Scheme

--

INSPIRE

--

CE

--

Any Other (specify)

--

3.10 Revenue generated through consultancy

Nil

3.11

No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	Nil	Nil	Nil	Nil	Nil
Sponsoring agencies	Nil	Nil	Nil	Nil	Nil

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

19

3.13 No. of collaborations

International

--

National

02

Any other

--

3.14 No. of linkages created during this year

05

3.15 Total budget for research for current year in lakhs:

From Funding agency

0.7 Lakh

From Management of University/College

1.5 Lakh

Total

2.2 Lakhs

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

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

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

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

18

33

3.19 No. of Ph.D. students awarded under faculty from the Institution **07**

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

JRF **NIL** SRF **NIL** Project Fellows **NIL** Any other **NIL**

3.21 No. of students Participated in NSS events:

University level	09	State level	10
National level	04	International level	NIL

3.22 No. of students participated in NCC events:

University level	NIL	State level	01
National level	NIL	International level	NIL

3.23 No. of Awards won in NSS:

University level	NIL	State level	NIL
National level	NIL	International level	NIL

3.24 No. of Awards won in NCC:

University level	NIL	State level	NIL
National level	NIL	International level	NIL

3.25 No. of Extension activities organized

University forum	02	College forum	09		
NCC	--	NSS	10	Any other	--

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

- ❖ Tree Plantation Program organized by NSS on 6th July 2017.
- ❖ Tree Plantation Programme organized by Alumni Association on 27th July 2017.
- ❖ Sickle Cell Screening Camp for Staff and Students organized by Health Awareness Cell from 31st July 2017 to 2nd August 2017.

- ❖ Blood Donation Camp on 28th August 2017.
- ❖ Programme on Anti-Corruption organized by Social Awareness Cell on 16th September 2017.
- ❖ Health Check Up Camp for teaching and non – teaching staff members organized by NSS and Health Awareness Cell on 3rd October 2017.
- ❖ Population Club conducted Swachta Abhiyan in College on 12th October 2017.
- ❖ Grand Health Check Up Camp for local public organized in the college campus by Honorable Shri. Chandrashekhar Bawankule, Cabinet Minister, Government of Maharashtra on 16th and 17th December 2017.
- ❖ Awareness Program on Cancer organized by Health Awareness Cell on 6th January 2018.
- ❖ Blood Donation Camp organized by NSS on 18th February 2018.
- ❖ Bank Customer Meet organized in association with Bank of Maharashtra on 20th February 2018.
- ❖ N. S. S. Camp at Gram Panchayat Shirpur – Ghorpad, Tehsil – Kamptee, Nagpur from 23rd February 2018 to 1st March 2018.
- ❖ Grammonati Cell Program at Village Shirpur on 27th February 2018.
- ❖ Walkathon organized for students by Cell of Atrocities against Women at Working Place and ICC on 8th March 2018.
- ❖ Yoga Day Programme organized by Health Awareness Cell on 21st June 2018.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	58,230 Sq. Mts.	NIL	--	58,230 Sq. Mts.
Class rooms	22	NIL	--	22
Laboratories	10	NIL	--	10
Seminar Halls	01	NIL	--	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	NIL	NIL	--	NIL
Value of the equipment purchased during the year (Rs. in Lakhs)	12,87,199	3,67,835	UGC + College	16,55,034
Others	--	--	--	--

4.2 Computerization of administration and library

Administration

- College Administration Office is well equipped with Update version Computers connected with LAN connection, printers, Scanners, Xerox machine etc.
- CCTV cameras have been installed in the college premises i.e., Office, Cash Counter, Exam room, Canteen, Parking, lobbies etc.
- Each office staff has been given individual Computer with LAN connected from WIFI LINK solution, UPS, Antivirus and other useful software's such as Tally, M. S. Office etc.
- For student statistics, Admission Process and Cash Counter MasterSoft ERP Solution's Pvt. Ltd software is used, which is very helpful for college as it stores the data of students around 4,500 students per year with details about fee collection, admission, TC etc.
- The correspondence is done through the college e-mail.
- Most of the works in the salary section, scholarship section, examination section, college section and correspondence to university are done online.

Library

- The library is computerized and access to e-books and e-journals is provided through the NLIST.
- Many reference books and journals are procured for the up-gradation of the library.
- The library uses LIBMAN (Library Management System) ideal library automation package software, version 1.0 for its functioning. All the reports related to library are generated in this package. LIBMAN is an integrated, multi-user, multi-lingual package, which computerises all the in-house operations of any library. This package is user friendly and can be handled and operated by the staff vis-à-vis the beneficiaries of the system.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	47,275	47,71,130	401	1,04,610	47,676	48,75,740
Reference Books	3,955	9,67,562	47	12,125	4,002	9,79,687
e-Books	Access Through N-List (Inflibnet)	21,475	Access Through N-List (Inflibnet)	5,900	Access Through N-List (Inflibnet)	27,375
Journals	42	1,32,290	14	48,761	56	1,81,051
e-Journals	Access Through N-List (Inflibnet)	--	Access Through N-List (Inflibnet)	--	Access Through N-List (Inflibnet)	--
Digital Database	--	--	--	--	--	--
CD & Video	08	4,000	--	--	08	4,000
Others (specify)	--	--	--	--	--	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	86	02	Internet in all Depts.	--	--	02	06	--
Added	NIL	NIL	--	--	--	--	12	--
Total	86	02	Internet in all Depts.	--	--	02	18	--

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

- The college campus is under surveillance of CCTV.
- Cyber Awareness Literacy Cell (CALC) has been formed in the college as per MOU with Quick Heal Foundation. Under this, Student Volunteers have visited 18 schools and junior colleges sensitizing 9122 number of students by giving 44 numbers of presentations.
- Computer facilities and internet access have been provided to the staff, and these facilities are being utilized optimally.
- Library is providing access to e-books and e-journals through NLIST (Inflibnet).
- Most of the works in the salary section, scholarship section, examination section, college section and correspondence to university are done online.
- For student statistics, Admission Process and Cash Counter MasterSoft ERP Solution's Pvt. Ltd software is used, which is very helpful for college as it stores the data of students around 4,500 students per year with details about fee collection, admission, TC etc.
- Admissions of the students are done online.
- The projector facility is available in some departments of the college.

4.6 Amount spent on maintenance in lakhs:

i) ICT	1.48 Lakh
ii) Campus Infrastructure and facilities	4.89 Lakh
iii) Equipments	1.29 Lakh
iv) Others	3.08 Lakh
Total:	10.74 Lakhs

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC monitors the activities of student support services.
- IQAC regularly notifies the different activities and support services for students through different committees.
- IQAC always adopts a pro-active approach in every activity related to student so as to ensure that maximum students are benefited.
- IQAC has collected the feedback from students and analysed it.

5.2 Efforts made by the institution for tracking the progression

- Internal evaluation of students is done to monitor the students' academic performance.
- Students are informed and provided counselling regarding various careers and opportunities available through Counselling and Placement Cell.
- Alumni Association of the college maintains correspondence with alumni.
- Individual departments maintain the record of students' progression.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1977	235	01	--

(b) No. of students outside the state

22

(c) No. of international students

NIL

Men	Number	%
	775	35.02

Women	Number	%
	1438	64.98

Last Year 2016 – 17						This Year 2017 – 18					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
651	653	47	868	04	2223	659	638	38	878	04	2213

Demand ratio: 5 : 6

Dropout % : 1.73 %

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

- The college is having a Cell for Coaching for Entry in Services.
- The cell provides guidance for students preparing for competitive exams.
- General Competition conducted through Eklavya Dnyan Wardini Bahuuddeshiya Sanstha, Nagpur in September 2017.

No. of students beneficiaries

157

5.5 No. of students qualified in these examinations

NET	0	SET/SLET	0	GATE	0	CAT	0
IAS/IPS etc	0	State PSC	0	UPSC	0	Others	0

5.6 Details of student counselling and career guidance

- The college is having Counselling and Placement Cell.
- The cell provides counselling to students about the available job opportunities locally and globally.

No. of students benefitted

27

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
--	--	--	05

5.8 Details of gender sensitization programmes

- International Women’s Day Celebration Program organized by Women Studies and Services Centre and ICC.
- Walkathon organized for students by Cell of Atrocities against Women at Working Place and ICC on occasion of International Women’s Day.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	125	3,46,951
Financial support from government	620	27,48,641
Financial support from other sources (Quick Heal Foundation)	10	69,800
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

- Education for all.
- Education as a means of eliminating poverty.
- Education as a means of social inclusiveness and communal harmony.

Mission

- To provide advance quality education and knowledge to all especially to the deprived section of the society.
- To cater for the all round development of the students, including academic, sports and cultural development
- To develop a sense of community feeling among the students.
- To develop social awareness and social commitment in the students.
- To develop leadership and proactive qualities among the students so as to be competitive and successful in career building.

6.2 Does the Institution / Department has a management Information System

- Yes. Management Information System is used in the functioning of the college regarding administrative process including Finances, Salary structure for employees, Income Tax reports, Arrears and Loan details, Students admission, registration, fee structure, scholarships and students details.
- An online public access catalogue (OPAC) is implemented to enable the students for speedy and convenient access to the library catalogue.
- All relevant information about the college is uploaded on the college website.

6.3 Quality important strategies adopted by the Institution / Department for each of the following:

6.3.1 Curriculum Development

- The college follows the curriculum provided by the Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur. The institution allows teachers to participate freely in curriculum development. Eleven of our faculty members are actively involved in Board of Studies for restructuring, revision and curriculum development of their respective subjects.
- Proposals for new courses/certificate courses are discussed in the meetings of IQAC.

6.3.2 Teaching and Learning

- All the teachers are required to adhere to a teaching plan and the progress is monitored by the Principal and the IQAC.
- Assignments, Group Discussions, student interactive teaching, remedial classes are effectively used for student improvement.
- ICT enabled teaching programmes have been initiated to upgrade the teaching methodology.
- Continuous up-gradation of the infrastructure, library and enrichment of laboratories to meet the growing academic requirements.
- Field based studies and surveys enriched the teaching learning process.
- Participation of students in seminars and power point presentations.
- Organization of special lectures of subject experts to share their experience and knowledge.
- Many teachers have been awarded Ph.D. and some are pursuing the same.
- Teachers are relieved, whenever necessary, for faculty development programmes, orientation and refresher courses.

6.3.3 Examination and Evaluation

- The internal evaluation of students is done by the college whereas the external evaluation is done by the university.
- Students' performance is evaluated through seminars, assignments, class tests, internal examinations and viva-voce.
- Students' performance in the examinations is discussed in the IQAC and staff meetings.

6.3.4 Research and Development

- Many teachers are actively engaged in research work leading to a total of 132 publications in various forums.
- Research Promotion Cell has been constituted to monitor, promote and encourage the teachers for doing quality research in their fields.
- One Major project has been completed and Four Major Projects has been submitted.
- One Minor Project is ongoing.
- Two research papers have been published with National Collaborations.
- Nineteen of the faculties have served as experts, chairpersons or resource persons.
- Many faculties have authored books with ISBN number.
- Eighteen of the faculties are recognized by the University as Research Supervisors.
- The college is a recognized research centre for Chemistry and Microbiology for Ph. D.
- Financial provision is made in the annual budget for research and extension activities.
- The PG departments of the college encourage research in various ways – by way of projects, seminars, surveys, assignments, dissertation etc.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The library is computerized and access to e-books and e-journals is provided through the NLIST.
- Many reference books and journals are procured for the up-gradation of the library.
- The library uses LIBMAN (Library Management System) ideal library automation package software, version 1.0 for its functioning. All the reports related to library are generated in this package. LIBMAN is an integrated, multi-user, multi-lingual package, which computerises all the in-house operations of any library. This package is user friendly and can be handled and operated by the staff vis-à-vis the beneficiaries of the system.
- The office is also computerized and connected through wide area networking. Different softwares are used by the office for admission of students, finances, salary of employees, scholarships etc.
- The projector facility is available in some departments of the college.
- All the departments are provided with computers and internet facility.
- The campus is under CCTV Surveillance.
- Central Purchase Committee has been formed for the identification of the need of the infrastructure and learning resources and to purchase required equipments.
- The institution has adequate physical infrastructure facility to run various courses/programmes and to perform administrative functions.
- Outdoor infrastructure for sports such as Cricket, Hockey, Football, Volleyball, Athletics etc. are available in the college.

6.3.6 Human Resource Management

- Being an aided college, recruitments of teaching and non – teaching staff are done by the Management according to the prescribed rules and regulations laid by the University and the Government of Maharashtra.
- The faculty members have to submit annual performance based appraisal (PBAS) form, as prescribed by the UGC and ratified by the University.
- Faculty members are encouraged to participate in orientation and refresher courses as well as workshops and staff trainings organized by the University or any other institution.
- Welfare measures are provided to teaching and non-teaching staff members.
- In order to enhance capacities of staff members, need-based training/workshops and recreation programmes are organized for faculty, administrative and support staff.

6.3.7 Faculty and Staff recruitment

- The Management of the college is the authority to recruit the teaching and non-teaching staff as per the norms stipulated by UGC, Government of Maharashtra and the University.
- As the college is having Hindi Linguistic Minority status, the recruitments are done accordingly.
- The selection committee for teaching staff members comprises of subject experts nominated by the University, Government nominees, Head of the Department, Principal and Management representatives.

6.3.8 Industry Interaction / Collaboration

- The college has signed MOU for faculty exchange with Yashwantrao Chawhan Arts, Commerce and Science College, Lakhandur, Dist. – Bhandara.
- The college has signed MOU with Quick Heal Foundation, Office No. 501, 5th Floor, Metropolitan Building, Sr. No. 27, Wakdewadi, Shivajinagar, Pune for conducting the following activities:
 1. Online Course on “Cyber Security Awareness”
 2. Earn and Learn Scheme
 3. Faculty Development Program
- National Collaborations with
 1. CSIR, Bhavnagar, Gujarat.
 2. Shriniketan Engineering College, Tirupati, Andhra Pradesh.
- Karate classes are taken in college between 6 pm to 8 pm by Bushindo Karate Association, Bushindo, A Centre for Human Development, Nagpur, Charity Registration No. F / 21777 / 06.
- The students of Asharam College of Nursing conducted the data collection for main study in the college from 16th March 2018 and onwards.
- College cricket ground is provided to Kamptee Bar Association (Reg. No.: Nag. 373 / 02; F. No. 19185) on every Sunday and on 26th January 2018 for their matches.

6.3.9 Admission of Students

- Admissions are done as per the schedule given by the University.
- Admission is done purely on merit basis and it is done as per the norms prescribed by the Government of Maharashtra and the University.
- All reservation policies are followed as per rules and regulations stated by Government of Maharashtra.
- Online admissions are done in the college using Mastersoft ERP software.
- College prospectus contains the admission information – offline and online.
- Prospectus contains the detailed college information regarding staff, fee structure, courses offered, concessions, student support systems, academic calendar, rules and regulations etc. The same is also reflected on the college website.

6.4 Welfare schemes for

Teaching and Non Teaching	Credit Co-operative Society, Consumer Co-operative Society, Gratuity, Travelling Allowance, Maternity and Paternity Leaves, Loan facility, Advance facility, Employee Ward Concessions
Students	Canteen facility, Concessions in fees to economically weaker sections, Sports facility, Gymnasium, Student Counselling, Scholarships

6.5 Total corpus fund generated

52,00,000

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	--	Yes	IQAC
Administrative	Yes	Manish N. Jain & Co.	Yes	Management

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Not Applicable

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

Not Applicable

6.11 Activities and support from the Alumni Association

- Alumni Association of the college always gives support in different means in the activities of the college.
- Suggestions and feedback from the alumnae are taken regarding the overall development of the college.
- Several alumnae visited the college during the session and helped in various means.
- Alumni Association meeting was taken on 28th April 2018.

6.12 Activities and support from the Parent – Teacher Association

- Parent – Teacher Association meeting was taken on 14th September 2017.
- Suggestions and concerns of Parents are always taken into consideration.
- Parents have provided their full support in the college activities.

6.13 Development programmes for support staff

- The support staffs are relived from college to attend workshops, training programmes etc. organized by the University or any other institution.
- Non Teaching Staff Meeting on 21st November 2017.
- Sickle Cell Screening Camp for Staff and Students organized by Health Awareness Cell from 31st July 2017 to 2nd August 2017.
- Health Check Up Camp for teaching and non – teaching staff members organized by NSS and Health Awareness Cell on 3rd October 2017.
- Bank Customer Meet organized in association with Bank of Maharashtra on 20th February 2018.
- Yoga Day Programme for Staff and Students organized by Health Awareness Cell on 21st June 2018.

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

- A Clean, Green and Plastic Free Campus is maintained in the college.
- Tree Plantation Program organized by NSS on 6th July 2017.
- Tree Plantation Programme organized by Alumni Association on 27th July 2017.
- Population Club conducted Swacchta Abhiyan in College on 12th October 2017.
- NSS and NCC do the monthly cleanliness drives in the college.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovation introduced during this academic year which have created a positive impact on the functioning of the institution, Give details

- Cyber Awareness Literacy Cell (CALC) has been formed in the college as per MOU with Quick Heal Foundation. Under this, Student Volunteers have visited 18 schools and junior colleges sensitizing 9122 number of students by giving 44 number of presentations.
- A Clean, Green and Plastic Free Campus is maintained in the college. NSS and NCC do the monthly cleanliness drives in the college.
- IQAC has successfully motivated teachers and enhanced the outcome in research activities. College faculties have published a total of 132 publications in various forums. Two research papers have been published with National Collaborations. Many faculties have authored books with ISBN number.
- IQAC through Health Awareness Cell has successfully organized three days Sickle Cell Screening Camp for Staff and Students, Health Check Up Camp for teaching and non – teaching staff members, Awareness Program on Cancer and Yoga Day Programme.
- IQAC has successfully organized Bank Customer Meet in association with Bank of Maharashtra on 20th February 2018.
- Poetry Recitation Program organized by Bhasha Abhyas Mandal on 8th February 2018.
- Walkathon organized for students by Cell of Atrocities against Women at Working Place and ICC on occasion of International Women’s Day.

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

- Academic audit of the departments has been done.
- A total of 132 research papers are published by the faculties of the college in different forums in the year 2017 – 2018.
- Feedback was collected from students in February – March 2018 and analysis was done.
- NSS and NCC have carried out cleanliness drives / campaigns through out the year.
- Meeting of Parent Teacher Association was arranged and their feedback and suggestions were taken.
- Blood Donation Camps were organized on 28th August 2017 and 18th February 2018.
- Sickle Cell Screening Camp for Staff and Students organized by Health Awareness Cell from 31st July 2017 to 2nd August 2017.
- General Competition conducted through Eklavya Dnyan Wardini Bahuuddeshiya Sanstha, Nagpur in September.
- Intercollegiate University Level Seminar Competition for UG Chemistry Students organized by Department of Chemistry on 24th September 2017.
- Annual Inter-Collegiate University Level Debate Competition organized on 7th October 2017.
- IQAC helped in organizing the Grand Health Check Up Camp for local public in the college campus by Honorable Shri. Chandrashekhar Bawankule, Cabinet Minister, Government of Maharashtra on 16th and 17th December 2017.
- Dept. of Computer Science & IT organized a grand alumni meet and felicitated lab attendant Mr. Sadatkar for his best services in the department on 24th December 2017.

- N. S. S. Camp at Gram Panchayat Shirpur – Ghorpad, Tehsil – Kamptee, Nagpur from 23rd February 2018 to 1st March 2018.
- Guest Lectures of eminent personalities were arranged for students in college.
- The annual co – curricular activities were organized from 15th January 2018 to 20th January 2018. The students actively took part in the different competitions organized for them.
- The college has celebrated the birth and death anniversaries of famous Indian personalities as notified by Government of Maharashtra and the University. In addition, the college has observed Late Rakesh Kumarji Porwal Smriti Din, Late Seth Kesarimal Porwal Punyatithi Program and Mahaparinirvan Day of Dr. Babasaheb Ambedkar. Birth Anniversary of our founder president, Late Nemkumarji Porwal is celebrated as Founder’s Day.
- College organized 19 Matches of Inter Collegiate Football (Men) Tournament 2017-18, Zone C, RTMNU, Nagpur from 9th March 2018 to 11th March 2018.
- College organized 15 Matches of Inter Collegiate Cricket (Men) Tournament 2017-18, Zone A, RTMNU, Nagpur from 19th March 2018 to 26th March 2018.

7.3 Give two Best Practices of the Institution / Department

- **Best Practice I: Pathology Laboratory for Needy People**
- **Best Practice II: College Fish Pond**

Information to these two practices has been given in Annexure III and Annexure IV.

7.4 Contribution to environment awareness / protection

- NSS volunteers have helped in creating environmental awareness through different activities such as tree plantation and conservation; village cleanliness, waste management, water management, plastic eradication, Swacch Bharat Abhiyan and agriculture guidance.
- Population Club conducted Swacchta Abhiyan in College on 12th October 2017.
- NSS and NCC do the monthly cleanliness drives in the college.
- A Clean, Green and Plastic Free Campus is maintained in the college.

7.5 Whether environmental audit was conducted?

Yes

No

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

- The college has been reaccredited by NAAC in September 2016, with CGPA of **3.01** on four point scale at 'A' grade.
- Shamaeel Shahid Raza and Zarrin Ejaz Ansari Bazla are the two Meritorious students in M. Sc. Microbiology IV Semester C. B. C. S. Exam in Summer 2017.
- Dr. P. M. Bambal has worked as a Selector of Rastrasant Tukadoji Maharaj Nagpur University Employees Cricket team for VC Cup 2017 – 2018. He is also the Head Coach of Cricket at Dr. Ambedkar College Sports Academy, Deeksha Bhoomi, Nagpur.
- Dr. S. S. Khandare has done the confidential work in Madhya Pradesh Public Service Commission from 23rd July 2017 to 3rd August 2017.
- Dr. I. S. Basu has worked as Observer for Joint Entrance Exam (JEE) held on 8th April 2018.
- Dr. V. R. Shende is a Nominated member of College Development Committee in P. W. S. College, Nagpur.
- Dr. Azhar Abrar has done a Radio Talk on All India Radio.

SWOT Analysis

Strength:

- Ample manpower with good academics.
- Good infrastructure to provide quality education to the students.
- Clean and Green Campus.
- Positive atmosphere for research oriented activities.
- Good sports infrastructure and facilities.
- Well equipped Library with access to e-books and e-journals through NLIST.
- University recognized research centres in departments of Chemistry and Microbiology for Ph. D.
- Well equipped Laboratories.
- Supportive Management
- All the departments, office and library have internet facility.
- Strong commitment to community service and women empowerment.
- Self – financing PG courses.
- Focus on student centric teaching learning process.
- Major and Minor Projects in the college.
- MOU with Quick Heal Foundation, Pune and with Yashwantrao Chawhan Arts, Commerce and Science College, Bhandara.
- Two National Collaborations.
- Many faculties have served as experts, chairpersons or resource persons.
- Many faculties have authored books with ISBN number.
- Eighteen of the faculties are recognized by the University as Research Supervisors.
- Eleven of our faculty members are actively involved in Board of Studies for restructuring, revision and curriculum development of their respective subjects.
- Study Centre of Yashwantrao Chavan Maharashtra Open University, Nashik (YCMOU).

Weakness:

- Short of skill based courses.
- Unavailability of non-salary grants.
- Short of placement activities of students.
- Short of linkages with industries and employers.

Opportunities:

- To provide quality education to the rural learners to meet the growing demands of the society.
- To develop good rapport between the college and the society through various extension activities.
- To inculcate human and moral values among the students through teaching learning process.
- To develop the soft skills of the students and motivate them for self employment.

Threats:

- More students are under-prepared for college education that leads to low result.
- Obtaining funds from various funding agencies.
- Improving infrastructure facilities.
- Least interest of the society in traditional courses.

8. Plans of institution for next year

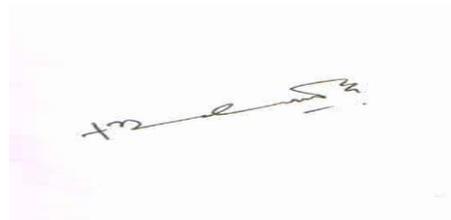
- To arrange programs on environment awareness and protection.
- To take more initiatives to make the campus eco – friendly.
- To improve the teaching – learning process.
- To arrange health awareness programs for staff and students.
- To organize a workshop on Bonsai Preparation for students.
- To organize guest lectures on competitive examinations.
- To organize seminars and lectures on enhancing communication skills of students.
- To organize workshop on Tools of Bioinformatics for students.
- To increase the extension activities in surrounding villages through Women Development Cell, NSS and Grammonati Cell.
- To organize the Annual University Level Inter – Collegiate Debate Competition.
- To organize workshop for Hockey Skill Development.
- To organize Orientation Programs for teaching staff members on quality indicator frameworks of NAAC.
- To create more social awareness among students through different activities.
- To arrange some programs on gender sensitization.
- To organize a regional or national level seminar/workshop in college.
- To arrange some activities for enhancing the moral values and soft skills of students.

Name Dr. Prashant R. Dhongle



Signature of the Coordinator, IQAC

Name Dr. M. B. Bagade



Signature of the Chairperson, IQAC

Academic Calendar for the session 2017 – 2018

First Term, Second Term, Winter Vacation and Summer Vacation are as notified by Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur for all affiliated colleges of the University.

Terms / Vacations	From	To
First Term	Thursday, 15 June 2017	Sunday, 15 October 2017
Winter Vacation	Monday, 16 October 2017	Tuesday, 14 November 2017
Second Term	Wednesday, 15 November 2017	Monday, 30 April 2018
Summer Vacation	Tuesday, 01 May 2018	Thursday, 14 June 2018

Schedule for Winter Examination – 2017 and Summer Examination – 2018 are as notified by Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur.

Winter Examination – 2017

Class	From	To
B. A. Sem. I	31 st October 2017	7 th December 2017
B. A. Sem. III	1 st November 2017	8 th December 2017
B. Com. Sem. I	24 th October 2017	10 th November 2017
B. Com. Sem. III	25 th October 2017	11 th November 2017
B. Sc. Sem. I	7 th November 2017	7 th December 2017
B. Sc. Sem. III	8 th November 2017	8 th December 2017
B. Sc. Sem. V	7 th November 2017	2 nd December 2017
B. Sc. IT Sem. I	24 th October 2017	6 th November 2017
M. A. Economics Sem. I	14 th November 2017	20 th November 2017
M. A. Economics Sem. III	23 rd December 2017	30 th December 2017
M. A. Sociology Sem. I	14 th November 2017	20 th November 2017
M. A. Sociology Sem. III	23 rd December 2017	30 th December 2017
M. Com. Sem. I	25 th October 2017	1 st November 2017
M. Com. Sem. III	15 th December 2017	22 nd December 2017

M. Sc. Chemistry Sem. I	14 th November 2017	22 nd November 2017
M. Sc. Chemistry Sem. III	15 th November 2017	23 rd November 2017
M. Sc. Microbiology Sem. I	14 th November 2017	22 nd November 2017
M. Sc. Microbiology Sem. III	15 th November 2017	23 rd November 2017
M. Sc. IT Sem. I	14 th November 2017	22 nd November 2017

Summer Examination – 2018

Class	From	To
B. A. Sem. II	19 th May 2018	11 th July 2018
B. A. Sem. IV	22 nd May 2018	21 st July 2018
B. A. Final Year	21 st March 2018	16 th May 2018
B. Com. Sem. II	12 th April 2018	2 nd May 2018
B. Com. Sem. IV	13 th April 2018	5 th May 2018
B. Com. Final Year	20 th March 2018	31 st March 2018
B. Sc. Sem. II	11 th May 2018	11 th June 2018
B. Sc. Sem. IV	12 th May 2018	7 th June 2018
B. Sc. Sem. VI	11 th May 2018	6 th June 2018
B. Sc. IT Sem. II	7 th April 2018	23 rd April 2018
M. A. Economics Sem. II	10 th April 2018	19 th April 2018
M. A. Economics Sem. IV	11 th May 2018	18 th May 2018
M. A. Sociology Sem. II	10 th April 2018	19 th April 2018
M. A. Sociology Sem. IV	11 th May 2018	18 th May 2018
M. Com. Sem. II	3 rd April 2018	9 th April 2018
M. Com. Sem. IV	11 th May 2018	16 th May 2018
M. Sc. Chemistry Sem. II	4 th May 2018	17 th May 2018
M. Sc. Chemistry Sem. IV	3 rd May 2018	11 th May 2018
M. Sc. Microbiology Sem. II	4 th May 2018	17 th May 2018
M. Sc. Microbiology Sem. IV	3 rd May 2018	11 th May 2018
M. Sc. IT Sem. II	4 th May 2018	7 th May 2018

Month – wise information of various programs / events is as follows:

Month	Date	Event
July 2017	01.07.2018	Vasantrao Naik Jayanti Celebration.
	06.07.2017	Tree Plantation Program organized by NSS.
	08.07.2017	IQAC meeting
	18.07.2017	Central Purchase Committee Meeting
	23.07.2018	Lokmanya Bal Gangadhar Tilak Jayanti Celebration.
	27.07.2017	Tree Plantation Programme by Alumni Association.
	28.07.2017	Library Orientation Programme for I Year students organized by Library department.
	31.07.2017	Inauguration of NSS Unit of the College.
	❖ Sickle Cell Screening Camp for Staff and Students organized by Health Awareness Cell from 31 st July 2017 to 2 nd August 2017.	

August 2017	01.08.2017	Principal's address to B. Sc. I year students.
	15.08.2017	Independence Day Celebrations and Cultural programmes by NCC students.
	16.08.2017	Central Purchase Committee Meeting
	17.08.2017	Parsi New Year.
	24.08.2017	Inauguration of Chemical Society in the college organized by Department of Chemistry.
	25.08.2017	Ganesh Chaturthi.
	28.08.2017	Late Rakesh Kumarji Porwal Smriti Din Program, Unveiling of Kesari Magazine, Blood Donation Camp.
	30.08.2017	Mahalaxmi Pujan.

September 2017	02.09.2017	Bakri Eid (Eid – Uz – Zuha).
	05.09.2017	Teacher's Day Celebrations. Programmes organized by students of Arts Faculty, Commerce Faculty, Dept. of Microbiology and Dept. of Computer Science.
	14.09.2017	Parent Teacher Association Meeting
	16.09.2017	Programme on Anti-Corruption organized by Social Awareness Cell.
	18.09.2017	Department of Chemistry organized educational industrial visit to Associated Biscuit Co. Ltd., Hingna Industrial Area, Nagpur (35 Students).
	20.09.2017	Pitramoksh Amavasya.
	24.09.2017	Intercollegiate University Level Seminar Competition for UG Chemistry Students organized by Department of Chemistry.
	30.09.2017	Dusshera, Raobahadur D. Laxminarayan Day Celebrations.
	❖ General Competition conducted through Eklavya Dnyan Wardini Bahuuddeshiya Sanstha, Nagpur in September.	

October 2017	02.10.2017	Mahatma Gandhi Jayanti and Lal Bahadur Shastri Jayanti Celebration.
	03.10.2017	Health Check Up Camp for teaching and non – teaching staff members organized by NSS and Health Awareness Cell.
	04.10.2017	Inaugural function of Women Studies and Services Centre.
	07.10.2017	Late Seth Kesarimalji Porwal Punyatithi Program, Annual Inter-Collegiate University Level Debate Competition.
	10.10.2017	IQAC meeting
	11.10.2017	Bharat Ratna Maulana Abul Kalam Azad Jayanti celebrated as Education Day.

October 2017	12.10.2017	Population Club conducted Swacchta Abhiyan in College. Study Tour of Department of Zoology to Central Institute for Cotton Research (CICR), Nagpur (15 Students).
	15.10.2017	Dr. A. P. J. Abdul Kalam Jayanti Celebrated as Vachan Prerna Day.
	20.10.2017	Diwali.
	31.10.2017	Sardar Vallabhbhai Patel Jayanti Celebrated as National Unity Day.

November 2017	04.11.2017	Guru Nanak Jayanti.
	21.11.2017	Non Teaching Staff Meeting
	26.11.2017	Constitution Day Celebration Program.

December 2017	01.12.2017	Eid – a – Milad.
	06.12.2017	Program on Mahaparinirvana Day of Dr. Babasaheb Ambedkar.
	05.12.2017	Teaching Staff Meeting
	24.12.2017	Dept. of Computer Science & IT organized a grand alumni meet and felicitated lab attendant Mr. Sadatkar for his best services in the department.
	25.12.2017	Christmas.
	❖ Grand Health Check Up Camp for local public organized in the college campus by Honorable Shri. Chandrashekhar Bawankule, Cabinet Minister, Government of Maharashtra on 16 th and 17 th December 2017.	

January 2018	02.01.2018	IQAC meeting.
	03.01.2018	Savitribai Fule Jayanti Celebration.
	06.01.2018	Awareness Program on Cancer organized by Health Awareness Cell.

January 2018	08.01.2018	Founder's Day Celebration to commemorate the 83 rd birth anniversary of our founder President, Late Seth Nemkumarji Porwal.
	12.01.2018	Jijavu Masaheb Jayanti Celebration. Swami Vivekanand Jayanti Celebrated as Youth Day.
	15.01.2018	Rangoli Competition. Fancy Dress Competition.
	16.01.2018	Model and Poster Competition. One Minute Show Competition.
	17.01.2018	Mehandi Competition. General Knowledge Competition. Quiz Competition.
	18.01.2018	Essay Competition. Extempore Competition.
	19.01.2018	Anand Mela.
	20.01.2018	Geet Gayan Competition. Prize Distribution Programme.
	23.01.2018	Netaji Subhashchandra Bose Jayanti Celebration.
	26.01.2018	Republic Day Celebrations and Cultural programmes by NCC students.
	31.01.2018	Central Purchase Committee Meeting. Inauguration of Microbiology Students Unit organized by Department of Microbiology.

February 2018	08.02.2018	Poetry Recitation Program organized by Bhasha Abhyas Mandal.
	13.02.2018	Mahashivratri.
	12.02.2018	Book release function of Dr. Azhar Abrar organized by Department of Urdu.
	15.02.2018	Death Anniversary Program of prominent Urdu and Persian Poet Ghalib organized by Bhasha Abhyas Mandal.
	18.02.2018	Blood Donation Camp organized by NSS.

February 2018	19.02.2018	Chhatrapati Shivaji Maharaj Jayanti.
	20.02.2018	Bank Customer Meet organized in association with Bank of Maharashtra. Department of Mathematics organized a Tour for B. Sc. Final Year students to Salbuldi, Morshi, Dist. Amravati (46 Students).
	27.02.2018	Grammonati Cell Program at Village Shirpur.
	28.02.2018	National Science Day Celebration Program organized by Microbiology students unit and Dept. of Microbiology.
	❖ N. S. S. Camp at Gram Panchayat Shirpur – Ghorpad, Tehsil – Kamptee, Nagpur from 23 rd February 2018 to 1 st March 2018.	

March 2018	02.03.2018	Holi.
	05.03.2018	Chhatrapati Shivaji Maharaj Jayanti Program (according to tithi) organized by Department of History.
	08.03.2018	International Women's Day Celebration Program organized by Women Studies and Services Centre and ICC. Walkathon organized for students by Cell of Atrocities against Women at Working Place and ICC.
	12.03.2018	Yashwantrao Chavan Jayanti Celebration.
	20.03.2018	Program on Shahid Din
	29.03.2018	Mahavir Jayanti.
	30.03.2018	Good Friday.
	❖ College organized 19 Matches of Inter Collegiate Football (Men) Tournament 2017-18, Zone C, RTMNU, Nagpur from 9 th March 2018 to 11 th March 2018. ❖ College organized 15 Matches of Inter Collegiate Cricket (Men) Tournament 2017-18, Zone A, RTMNU, Nagpur from 19 th March 2018 to 26 th March 2018.	

April 2018	10.04.2018	Farewell Program of PG Chemistry II Year Students organized by Department of Chemistry.
	11.04.2018	Mahatma Jyotiba Fule Jayanti Celebration.
	14.04.2018	Dr. Babasaheb Ambedkar Jayanti Celebration.
	18.04.2018	Akshay Tritiya.
	20.04.2018	IQAC meeting
	24.04.2018	Central Purchase Committee Meeting
	28.04.2018	Alumni Association Meeting Mahatma Baseswar Jayanti Celebration.
	30.04.2018	Buddha Pornima.

May 2018	01.05.2018	Maharashtra Day Celebrations.
	28.05.2018	Maharana Pratap Jayanti Celebration.
	31.05.2018	Ahilya Devi Holkar Jayanti Celebration.

June 2018	16.06.2018	Ramzan Eid (Eid – Ul – Fitar).
	21.06.2018	Yoga Day Programme organized by Health Awareness Cell.
	26.06.2018	Teaching Staff Meeting Rajshri Shahu Maharaj Jayanti Celebration.

Analysis of Feedback Form

Three questionnaires were used for feedback of the students in the college. In the first questionnaire student's opinion about the evaluation of the teachers is taken. In the second questionnaire teacher's scholastic preparation and performance is observed and in the third form the infrastructure and resources are discussed. In this process randomly total 230 respondents (students) were taken. The feedback forms are explained in the tabular form as below.

S. No.	Questionnaire I Parameter	Evaluation of Teachers (figures in %)			
		Very Good	Good	Satisfactory	Unsatisfactory
1	Knowledge base of the Teacher	90	07	03	Nil
2	Sincerity/Commitment of the Teacher	08	90	02	Nil
3	Interest generated by Teacher	07	72	21	Nil
4	Accessibility of the Teacher in and out of the class	15	77	08	Nil
5	Ability to design quizzes / tests / examinations and projects to evaluate students understanding of the course	09	83	08	Nil
6	Overall rating	25.8	65.8	8.4	Nil

In the above table it is seen that total six parameters are observed to rate the different attributes of the teachers. Four point scales is used for evaluation. In the table overall rating given by the students for the different six parameters are as follows:

Very good - 25.8 %

Good - 65.8 %

Satisfactory - 8.4%

Unsatisfactory - Nil

It is seen that the students are satisfied with the knowledge base of the teachers in the college where as they are less satisfied with the interest generation of the teacher.

Questionnaire II Teachers Scholastic Preparation and Performance

Question	Options	Scale selected by the students (figures in %)			
		Option A	Option B	Option C	Option D
1. Was the course easy or difficult to understand?	A. Easy B. Manageable C. Difficult D. Very Difficult	03	40	45	12
2. How much of the syllabus was covered in the class?	A. 85 to 100 % B. 70 to 85 % C. 55 to 70 % D. less than 55 %	95	05	Nil	Nil
3. What is your opinion about the library material and facilities for the course?	A. more than adequate B. adequate C. inadequate D. very poor	Nil	40	44	16
4. To what extent were you able to get material for the prescribed readings?	A. easily B. with some difficulty C. not available at all D. with great difficulty	03	73	24	Nil
5. How well did the teacher prepare for the classes?	A. thorough B. satisfactorily C. poorly D. indifferently	15	85	Nil	Nil
6. How well was the teacher able to communicate?	A. always effective B. sometimes effective C. just satisfactorily D. generally ineffective	89	11	Nil	Nil
7. How far the teacher encourages students' participation in class?	A. mostly yes B. sometimes C. not at all D. always	91	05	04	Nil
8. If yes, which of the following methods were used?	A. encouraged to raise questions B. get involved in discussion in class C. encourage discussion outside class D. did not encourage	80	16	04	Nil
9. How helpful was the teacher in advising?	A. very helpful B. sometimes helpful C. not at all helpful D. did not advise	91	09	Nil	Nil
10. The teacher's approach can best be described as	A. always courteous B. sometimes rude C. always indifferent D. cannot say	82	04	02	12

11. Internal assessment was	A. always fair B. sometimes unfair C. usually unfair D. sometimes fair	93	07	Nil	Nil
12. What effect do you think the internal assessment will have on your course grade?	A. helps to improve B. discouraging C. no special effect D. sometimes effective	95	Nil	Nil	05
13. How often did the teacher provide feedback on your performances?	A. regularly / in time B. with helpful comment C. often / late D. without any comments	85	11	02	02
14. Were your assignments discussed with you?	A. Yes, fully B. Yes, partly C. not discussed at all D. sometimes discussed	72	23	Nil	05

The above table shows that 45 percent students replied that their course is difficult to understand. 95 percent students said that 85 to 100 percent course is covered in the class. 44 percent student said that library material and facilities for the course is inadequate. 73 percent student says that they get the prescribed reading material with some difficulty. Their opinion about the teacher's preparation for the class is satisfactory (85 percent). 89 percent said Communication of the teachers is always effective. Encouragement of the teachers for the students is 91 percent. 80 percent students said that teachers encourage the students to raise questions. 91 percent said teachers are very helpful in advising. The teachers are always courteous in the opinion of the 82 percent students. As per as internal assessment is considered it was always fair said 93 percent. 95 percent think that internal assessment helps to improve their course grade. 85 percent have opinion that teachers provide regular feedback on their performances. 72 percent students fully agreed with their teachers that they always discuss their assignment with them.

Questionnaire III**Infrastructure and Resources (figures in %)**

S. No.	Parameter	Strongly Agree	Agree	Not Sure	Disagree	Strongly Disagree
1	Cooperation of office staff	Nil	81	05	14	Nil
2	Cooperation of library Staff	74	09	17	Nil	Nil
3	Online education resources in the Library	Nil	60	16	12	12
4	Internet facility in the Library	37	18	18	27	Nil
5	Availability of books & reading materials in the Library	83	03	04	06	04
6	Condition of equipment in the laboratory	81	06	02	08	03
7	Canteen facility	95	05	Nil	Nil	Nil
8	Common rooms	Nil	Nil	Nil	07	93
9	Cleanliness of washrooms	79	10	02	04	05
10	Cleanliness of classrooms	74	14	01	07	04
11	Green Campus	83	11	04	02	Nil
12	Clean drinking water	88	09	03	Nil	Nil
13	Functioning of NCC	97	03	Nil	Nil	Nil
14	Facilities for disabled person	Nil	Nil	06	03	91
15	Power Supply	73	12	03	12	Nil
16	Grievance and redressel	72	18	10	Nil	Nil
17	Functioning of NSS	91	05	04	Nil	Nil
18	Sports and Co-curricular activity	97	03	Nil	Nil	Nil

In this questionnaire related to college infrastructure and resources total 18 questions are included with five point scale. Table shows that students are strongly agree and satisfied with the canteen facility, NCC and NSS unit of the college. They are also satisfied with the opportunities of sports and co-curricular activities. Whereas students are dissatisfied with the facilities of separate common rooms for boys and girls. They also disagree with the college building which is less accessible to disabled students.

Best Practice I

1. Title of the Practice

Pathology Laboratory for Needy People

2. Objectives

- ❖ To run a pathology lab for poor and needy people on no loss no profit basis.
- ❖ To cater the medical needs of the socio-economically backward people.
- ❖ To develop social awareness and to encourage the staff and students for social service.

3. The Context

As most of the students come from the poor and socio-economically backward class of the society, they are not capable of affording different tests and maintain proper health. Since the college is having Microbiology department and the students are being taught about various such tests in their syllabus; so in order to cater to the needs of both students and the surrounding society, the college has started this practice. The students are learning a lot from this practice and the poor and needy people are getting the service at a very reasonable cost.

4. The Practice

Running a pathology lab in the department of microbiology of the college is a challenging task. This is the only college in the region which gives this facility to the surrounding poor and needy people. Any student of the college or any staff member or any person from the society can take the benefit of this pathology lab at a very low cost, as the college is running this on no loss no profit basis. The students of microbiology also get practical experience from this and learn a lot. The department of microbiology is working harder to take this facility to a higher level.

5. Evidence of Success

- ❖ Some members of the staff have done their tests in the college pathology lab.
- ❖ Many students of the college have benefited from this practice when they were required to perform some tests.
- ❖ Students who seem to be physically weak in the college are advised to visit this lab. Such students have undergone through some basic tests in the college pathology lab and the service was provided free of cost.
- ❖ Some people from the surrounding area have also visited the pathology lab and have done different tests as per their requirements with very minimal charges.

6. Problems Encountered and Resources Required

- ❖ Lack of funds for running and maintaining the pathology lab.
- ❖ Lack of regular manpower.
- ❖ Lack of awareness among the locals in the surrounding area.
- ❖ Very few referrals by the local doctors.
- ❖ Hesitation and trust of the patients on the college pathology lab.
- ❖ Students' shyness in front of friends in the college on health issues.

Best Practice II

1. Title of the Practice

College Fish Pond

2. Objectives

- ❖ To exchange and circulate information, ideas and practical experience on all matters relating to fisheries and their management.
- ❖ To admit farmers in the surrounding area to the institute and to increase the number of professionally qualified fisheries managers through the provision of training courses.
- ❖ To make aware the students and the staff about the self employment opportunities and techniques in fisheries.

3. The Context

Most of the students, the surrounding locals and the farmers come from the poor and socio-economically backward class of the society. The college wanted to inculcate and provide to them some new means of earning so that they can improve their livelihood. The zoology department of the college has shown interest in fisheries. The college is having sufficient land and so the college decided to provide land for making a fish pond in the college for giving students and locals' information on matters related to fisheries and their management. This practice provides all to get the relevant information, the new ideas and experience on self employment opportunities and techniques in fisheries. The zoology department takes care of all the aspects related to this practice.

4. The Practice

The college fish pond is seasonal and remains active only in rainy season. The practice is performed only in rainy season months. Our college is one of the few colleges of this region which has a fish pond in their premises. When dissections was their in the curriculum, our college was the main centre to supply fingerlings sized fishes to different colleges for dissection studies and research practices. But since the dissection has been banned, this earning element has been removed from this practice. The uniqueness in this practice is the composite fish farming. In this system, both local and imported fishes in combination of five and six fish species are used in a single fish pond. These species are selected so that they do not compete for food among them by having different type of food habits. By using this technique, farmers can get good production in quality, quantity, weight and sizes. Indian major carps along with exotic fast growing species are used for this practice. The zoology department is taking every effort to improve this practice and involve more locals from the surrounding area in this practice and motivate them to prepare fish pond in their own agricultural land.

5. Evidence of Success

- ❖ The zoology students get a practical experience and learning about fisheries from this practice.
- ❖ Many students of the college have learned and got the necessary information regarding fisheries and their management.
- ❖ This practice is helping students and locals to become a qualified fisheries manager.

- ❖ Many locals have visited the college pond and had discussions with zoology department regarding different aspects of this practice and got benefited from this.
- ❖ This practice makes aware the students about the self employment opportunities and techniques in fisheries sector.

6. Problems Encountered and Resources Required

- ❖ No supplementary water supply like reservoir, river or well. So the practice is confined to only rainy season months.
- ❖ Labour problems.
- ❖ Lack of funds.
- ❖ Good quality fish foods required.
- ❖ Limited market access.
- ❖ Lack of awareness in the local community.
- ❖ Needs different types of nets.
- ❖ Needs aerators for oxygen supply.