# THE ANNUAL QUALITY ASSURANCE REPORT (AQAR)

**(FOR THE PERIOD 16TH JUNE, 2015 TO 15TH JUNE, 2016)**

## OF

## THE INTERNAL QUALITY ASSURANCE CELL (IQAC)



### NAGAR PARISHAD MOWAD'S

# NAGAR PARISHAD SHIVAJI COLLEGE

**MOWAD, TH. NARKHED, DIST. NAGPUR – 441 303 (MS)**
**Phone: 07105 – 236274, e-mail: npsmm@rediffmail.com**
**Website: www.npshivajicollegemowad.co.in**

**YEAR OF THE REPORT**

# 2016

**(ACADEMIC SESSION 2015- 2016)**

**SUBMITTED TO**



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

# NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

*An Autonomous Institution of the University Grants Commission*

**P. O. Box. No. 1075, Nagarbhavi, Bangalore - 560 072 India**

**DATE: 20/09/2016**

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

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2014 to June 30, 2015)*

# Part – A

## 1. Details of the Institution

**1.1 Name of the Institution**         NAGAR PARISHAD SHIVAJI MAHAVIDYALAYA, MOWAD

**1.2 Address Line 1**         AT PO. MOWAD, TH. NARKHED

Address Line 2         DIST. NAGPUR

City/Town         MOWAD

State         MAHARASHTRA

Pin Code         441303

Institution e-mail address         npsmm@rediffmail.com

Contact Nos.         07105-236274

Name of the Head of the Institution:         DR. K. R. ZILPE

Tel. No. with STD Code:         07105-236274

Mobile:  09403592474

Name of the IQAC Co-ordinator:   Ms. Dr. M. V. AMBADKAR

Mobile:  09823857632

IQAC e-mail address:  Iqac.npsmm@gmail.com

**1.3 NAAC Track ID** *(For ex. MHCOGN 18879)*   **MHCOGN 14004**

**1.4 NAAC Executive Committee No. & Date:**   EC (SC) /06/RAR/109 dated 01-05-2016
    *(For Example EC/32/A&A/143 dated 3-5-2004.*
    *This EC no. is available in the right corner- bottom*
    *of your institution's Accreditation Certificate)*

**1.5 Website address:**   www.npshivajicollegemowad.co.in

Web-link of the AQAR:   http://www.npshivajicollegemowad.co.in/AQAR2015-16

**1.6 Accreditation Details**

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-------|-------|------|------------------------|-----------------|
| 1 | 1st Cycle | C | 1.99 | 2009 | Up to 30/12/2014 |
| 2 | 2nd Cycle | B | 2.02 | 2014 | Up to 30/04/2020 |
| 3 | 3rd Cycle | | | | |
| 4 | 4th Cycle | | | | |

**1.7 Date of Establishment of IQAC :**   DD/MM/YYYY   23/08/2010

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

2015-16

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

   i. AQAR2014-15 submitted to NAAC on  16/07/2016 (DD/MM/YYYY)

**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

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

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

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

DST Star Scheme    | NIL |    UGC-CE    | NIL |

UGC-Special Assistance Programme    | NIL |    DST-FIST    | NIL |

UGC-Innovative PG programmes    | NIL |    Any other (*Specify*)    | NIL |

UGC-COP Programmes    | NIL |

# 2. IQAC Composition and Activities

**2.1 No. of Teachers**    | 08 |

**2.2 No. of Administrative/Technical staff**    | 01 |

**2.3 No. of students**    | 01 |

**2.4 No. of Management representatives**    | 02 |

**2.5 No. of Alumni**    | 00 |

**2. 6  No. of any other stakeholder and community representatives**    | 00 |

**2.7 No. of Employers/ Industrialists**    | 00 |

**2.8  No. of other External Experts**    | 00 |

**2.9 Total No. of members**    | 12 |

**2.10 No. of IQAC meetings held**    | 03 |

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

Non-Teaching Staff Students   | 03 |   Alumni   | |   Others   | |

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

If yes, mention the amount   | |

**2.13 Seminars and Conferences (only quality related)**

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

Total Nos. | 2 |   International | |   National | 2 |   State | |   Institution Level | |

| **(ii) Themes** | 1) 'Impact of New Education Policy on Common People in Global Scenario'<br><br>2) 'LIS Profession in Emerging Technologies' |
|---|---|

**2.14 Significant Activities and contributions made by IQAC**

> ➢ Organised National Seminar in the subject social science and national conference in the subject Library and Information Science.
>
> ➢ Re-accredited with 'B' Grade by NAAC (CGPA 2.02)
>
> ➢ Participation in University Level games and Sports.
>
> ➢ Wi-Fi Facility.
>
> ➢ Purchasing of Books for Library.
>
> ➢ Information on various recruitment was given to students
>
> ➢ Study Tour.

**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 |
|---|---|
| 1 Orientation programme for students | We organised orientation orogramme for newly admitted student of B. A. I. |
| 2. Organisation of National Conference / Seminar | 1) We organised National seminar of Social Science department on the theme 'Impact of New Education Policy on Common People in Global Scenario'<br><br>2) We organised National Conference of Library & Information Science department on the theme 'LIS Profession in Emerging Technologies' |
| 3. Games & Sports | |
| 4. Study Tour | |
| 5. NSS & ACE Activities | |

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

**2.16 Whether the AQAR was placed in statutory body**  Yes  ☑  No ☐

Management ☑  Syndicate ☐  Any other body ☐

Provide the details of the action taken

> AQAR is placed and discussed in the meeting of the IQAC. The plan of action and action taken there of is approved at such meetings.

# 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 | 0 | 0 | 0 | 0 |
| PG | 0 | 0 | 0 | 0 |
| UG | 1 | 0 | 0 | 0 |
| PG Diploma | 0 | 0 | 0 | 0 |
| Advanced Diploma | 0 | 0 | 0 | 0 |
| Diploma | 0 | 0 | 0 | 0 |
| Certificate | 6 | 0 | **6** | **6** |
| Others | 0 | 0 | 0 | 0 |
| Total | 1 | 0 | **6** | **6** |

| Interdisciplinary | 0 | 0 | 0 | 0 |
|---|---|---|---|---|
| Innovative | 0 | 0 | 0 | 0 |

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

**(ii) Pattern of programmes:**

| Pattern | Number of programmes |
|---|---|
| Semester | |
| Trimester | |
| Annual | **1** |

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

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

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

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

Yes. B.A.II Syllabus  of English and Marathi is changed.

**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 | Asst. Professors | Associate Professors | Professors | Others |
|---|---|---|---|---|
| 08 | 06 | 02 | 0 | 0 |

**2.2 No. of permanent faculty with Ph.D.**      05

**2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year**

| Asst. Professors | | Associate Professors | | Professors | | Others | | Total | |
|---|---|---|---|---|---|---|---|---|---|
| R | V | R | V | R | V | R | V | R | V |
| 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

**2.4 No. of Guest and Visiting faculty and Temporary faculty**      0      0      0

**2.5 Faculty participation in conferences and symposia:**

| Faculty Participation | Paper Presented / Published | Attended Seminar/ Conferences/ Workshop | Resource Person |
|---|---|---|---|
| **International level** | 2 | 0 | 0 |
| **National level** | 12 | 24 | 0 |
| **State level** | 0 | 0 | 0 |
| **Regional Level** | 2 | 0 | 0 |

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

> Students' power point presentations, invited lectures by experts, play acting, field visits, educational tours are some of the innovative processes adopted by different departments for effective transaction of the university prescribed curriculum.

**2.7  Total No. of actual teaching days during this academic year**      180

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

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

Nil

**2.10 Average percentage of attendance of students**

82 %

**2.11 Course/Programme wise distribution of pass percentage :**

| Title of the Programme | Total no. of students appeared | Division | | | | |
|---|---|---|---|---|---|---|
| | | Distinction % | I % | II % | III  % | Pass % |
| **B. A. I** | 140 | NIL | 1% | 12.85% | 20.71% | 34.56 % |
| **B. A. II** | 109 | NIL | 1.83% | 19.26% | 11% | 32.11% |
| **B. A. III** | 88 | NIL | 4.54% | 36.36% | 18.18% | 59% |

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

   The IQAC encourages departments to organize invited lectures by experts on various topics. Departmental plans are submitted to the IQAC before the commencement of every academic session and the record of departmental activities at the end of the session. This enables the IQAC to monitor the teaching learning processes.

**2.13 Initiatives undertaken towards faculty development**

| *Faculty / Staff Development Programmes* | *Number of faculty benefitted* |
|---|---|
| Refresher courses | 2 |
| UGC – Faculty Improvement Programme | 0 |
| HRD programmes | 0 |
| Orientation programmes | 0 |
| Faculty exchange programme | 0 |
| Staff training conducted by the university | 0 |
| Staff training conducted by other institutions | 0 |
| Summer / Winter schools, Workshops, etc. | 0 |
| Others (Short Term Course For Non-teaching staff) | 0 |

**2.14 Details of Administrative and Technical staff**

| Category | Number of Permanent Employees | Number of Vacant Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
|---|---|---|---|---|
| Administrative Staff | 09 | 0 | 0 | 0 |
| Technical Staff | 0 | 0 | 0 | 0 |

## Criterion – III

## 3. Research, Consultancy and Extension

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

> ➢ Encourage faculty to paper presentation/publication in conferences / seminars / workshops/Journals
>
> ➢ Encourage faculty to publish their paper in online journals having impact factor.
>
> ➢ Encourage faculty to undertake research projects.
>
> ➢ Encourage students to publish paper in college magazine.
>
> ➢ Encourage students for creative writing
>
> ➢ BiAnnual " Vidyarthi Express'' .

**3.2 Details regarding major projects**

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

**3.3 Details regarding minor projects**

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

**3.4 Details on research publications**

|                          | International | National | Others |
|--------------------------|--------------|----------|--------|
| **Peer Review Journals** | 2            | 3        | 0      |
| **Non-Peer Review Journals** | 0        | 0        | 0      |
| **e-Journals**           | 0            | 0        | 0      |
| **Conference proceedings** | 2          | 12       | 2      |

**3.5 Details on Impact factor of publications:**

Range $\boxed{0}$    Average $\boxed{0}$    h-index $\boxed{0}$    Nos. in SCOPUS $\boxed{0}$

**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 | 0 | | | |
| Minor Projects | 0 | | | |
| Interdisciplinary Projects | 0 | | | |
| Industry sponsored | 0 | | | |
| Projects sponsored by the University/ College | 0 | | | |
| Students research projects *(other than compulsory by the University)* | 0 | | | |
| Any other(Specify) | 0 | | | |
| Total | 0 | | | |

**3.7 No. of books published**   i) With ISBN No.   2    Chapters in Edited Books   0

ii) Without ISBN No.   0

**3.8 No. of University Departments receiving funds from**

UGC-SAP   0        CAS   0        DST-FIST   0

DPE   0                          DBT Scheme/funds   0

**3.9 For colleges**        Autonomy   0        CPE   0        DBT Star Scheme   0

INSPIRE   0        CE   0        Any Other (specify)   0

**3.10 Revenue generated through consultancy**    NIL

**3.11 No. of conferences organized by the Institution**

| Level | International | National | State | University | College |
|---|---|---|---|---|---|
| Number | 0 | 2 | 0 | 0 | 0 |
| Sponsoring agencies | | UGC | | | |

**3.12 No. of faculty served as experts, chairpersons or resource persons**   0

3.13 No. of collaborations        International          National          Any other   0

3.14 No. of linkages created during this year   0

**3.15 Total budget for research for current year in lakhs :**  NIL

From Funding agency ___0___    From Management of University/College ___0___

Total ___0___

**3.16 No. of patents received this year**

| Type of Patent | | Number |
|---|---|---|
| National | Applied | 0 |
| | Granted | 0 |
| International | Applied | 0 |
| | Granted | 0 |
| Commercialised | Applied | 0 |
| | Granted | 0 |

**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 |
|---|---|---|---|---|---|---|
| 0 | 0 | 0 | 0 | 0 | 0 | 0 |

**3.18 No. of faculty from the Institution**
   **who are Ph. D. Guides**    ___03___
   **and students registered under them**   ___06___

**3.19 No. of Ph.D. awarded by faculty from the Institution**   ___1___

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

JRF ___0___    SRF ___0___    Project Fellows ___0___    Any other ___0___

**3.21 No. of students Participated in NSS events:**

University level ___0___    State level ___0___

National level ___0___    International level ___0___

**3.22 No.  of students participated in NCC events:**

University level ___NA___    State level ___NA___

National level ___NA___    International level ___NA___

**3.23 No. of Awards won in NSS:**

| | | | |
|---|---|---|---|
| University level | 0 | State level | 0 |
| National level | 0 | International level | 0 |

**3.24 No. of Awards won in NCC:**

| | | | |
|---|---|---|---|
| University level | NA | State level | NA |
| National level | NA | International level | NA |

**3.25 No. of Extension activities organized**

| | | | | | |
|---|---|---|---|---|---|
| University forum | 0 | College forum | 0 | | |
| NCC | NA | NSS | 03 | Any other | 03 |

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

- Student and teacher conducted social survey in the village Peth Muktapur in Nagpur District on dated 14/12/2015 under ACE department and interacted with the people of the villge and giving information about the various Govt. Schemes.

- NSS camp was organize in the village Peth Muktapur in Nagpur District which cleanliness programme, tree plantation programme, public awareness Rally, guest lecture was organized.

# 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 | 3 acres | NIL | Self Finance | 3acres |
| Class rooms | 5 | NIL | Self Finance | 5 |
| Laboratories | 1 Computer Lab | NIL | Self Finance | 1 |
| Seminar Halls | NIL | NIL | | NIL |
| No. of important equipments purchased (≥ 1-0 lakh) during the current year. | | | | |
| Value of the equipment purchased during the year (Rs. in Lakhs) | | 5,29,824/- | UGC | |
| Others | | | | |

**4.2 Computerization of administration and library**

- Computerization of office administration by using CMS software.
- Computerization of Library department using LIB-MAN software.
- Up-gradation of Computers in Library & Office: N-Computing installed in both the departments.

**4.3  Library services:**

| | Existing | | Newly added | | Total | |
|---|---|---|---|---|---|---|
| | **No.** | **Value** | **No.** | **Value** | **No.** | **Value** |
| **Text Books** | 1302 | 167882.5 | 5 | 510.00 | 1307 | 168392.5 |
| | 150 (UGC) | 33572.85 | | | | |
| **Reference Books** | 408 | 53484.21 | 1 | 285.00 | 409 | 53769.21 |
| | 42(UGC) | 25061.25 | | | | |
| **e-Books** | 0 | 0 | 0 | 0 | 0 | 0 |
| **Journals** | 21 | 10520.00 | 0 | 0 | 0 | 0 |
| **e-Journals** | 0 | 0 | 0 | 0 | 0 | 0 |
| **Digital Database** | 0 | 0 | 0 | 0 | 0 | 0 |
| **CD & Video** | 4 | | 0 | 0 | 4 | |
| **Others  (General Books)** | 758 | 10758.67 | 0 | 0 | 758 | 10758.67 |
| | 103 (UGC) | 46310.00 | 0 | 0 | 103 (UGC) | 46310.00 |

**4.4 Technology up gradation (overall)**

|  | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Depart-ments | Others |
|---|---|---|---|---|---|---|---|---|
| **Existing** | 5 | 1 | 1 Broadband | | | 2 | 1 | |
| **Added** | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| **Total** | 6 | 1 | 1 | | | 2 | 1 | 1 |

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

College is a Wi-Fi enabled campus which helps management, staff and students to extensively use the internet for their various purposes. The collage has one computer lab where students are allowed to browse for their academic requirements

**4.6 Amount spent on maintenance in lakhs :**       **College Fund**          **UGC**

 i)   ICT                                                22,620              85053

 ii)  Campus Infrastructure and facilities              89395               74251

iii) Equipments                                          4780               1,11,580

iv) Others                                                                   216940

                                    **Total :**          116795             4,87,824

## Criterion – V
## 5. Student Support and Progression

**5.1 Contribution of IQAC in enhancing awareness about Student Support Services**

- Lecture & demo on YOGA

- With the help of the students college magazine is published.

- For girls Handicraft, Beauty culture, and Fashion designing and for boys IT, Electrical, and competitive Short Term classes were organized.

- Organization of Competitive examination classes for all students throughout the year under short term course.

- The information regarding students are displayed in Notice Boards.

- Feedback from the student are taken at the end of the session.

- The various college committees and the name of the members of the committees are published in college prospectus.

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

Through feedback & through Academic and Administration Audit

**5.3 (a) Total Number of students**

| UG | PG | Ph. D. | Others |
|----|----|--------|--------|
| 344 | 0 | 0 | 0 |

**(b) No. of students outside the state**

NIL

**(c) No. of international students**

NIL

Men

| No | % |
|----|----|
| 155 | 45 % |

Women

| No | % |
|----|----|
| 189 | 55% |

| Last Year (2014-15) | | | | | | | This Year (2015-16) | | | | | | |
|---------|----|----|-----|-------------------------|--------|-------|---------|----|----|-----|--------------------------|--------|-------|
| General | SC | ST | OBC | Physically Challenged | Others | Total | General | SC | ST | OBC | Physically Challenged | Others | Total |
| 55 | 28 | 16 | 191 | 0 | 39 | 329 | 46 | 32 | 14 | 202 | 0 | 50 | 344 |

Demand ratio - 120:90          Dropout % -24%

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

- Regular competitive examination classes are conducted under career guidance cell

- Regular Weekly tests are conducted.

- Competitive examination of general knowledge was conducted.

No. of students beneficiaries          6

**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 | 6 |

**5.6 Details of student counselling and career guidance**

We establish Carrier Guidance Cell    in the year 2008. Since then we are providing the guidance and information about various competitive examinations. Under this cell we provide employment notices to our students regularly. It displays on notice board, provide guidance to fill up the application / forms of competitive examinations.

CCC has to be dispensation of well-informed and interested experts. It has to support the students in the development of soft skills and communication ability to face the challenge in the rigors of competitive tests and OJT (On Job Training) in addition or vocational courses. As a purveyor of healthy inter and intra personal relations, it has to include social values and ability to think independently for carrying out social responsibilities.

No. of students benefitted          Approx. 6

**5.7 Details of campus placement**

| On campus | | | Off Campus |
|---|---|---|---|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| NIL | NIL | NIL | NIL |

**5.8 Details of gender sensitization programmes**

- Yoga training programme was organised by Sports Department.

- Handicraft items making programme was organised for girls students.

- Health Care guidance programme for girls was organized in collaboration with Lata Mangeshkar Hospital, Nagpur.

## 5.9 Students Activities

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

State/ University level   31   National level   0   International level   0

No. of students participated in cultural events

State/ University level   0   National level   0   International level   0

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

Sports:  State/ University level   1   National level   0   International level   0

Cultural: State/ University level   Nil   National level   Nil   International level   Nil

**5.10 Scholarships and Financial Support**

|  | Number of students | Amount |
|---|---|---|
| Financial support from institution | 0 | 0 |
| Financial support from government | 225 | 800600 |
| Financial support from other sources | 0 | 0 |
| Number of students who received International/ National recognitions | 0 | 0 |

**5.11    Student organised / initiatives**

Fairs        : State/ University level    | 0 |    National level    | 0 |    International level    | 0 |

Exhibition: State/ University level    | 0 |    National level    | 0 |    International level    | 0 |


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

**5.13 Major grievances of students (if any) redressed:**  Not of any serious kind.

# Criterion – VI

## 6. Governance, Leadership and Management

### 6.1 State the Vision and Mission of the institution

Vision of the college is:

To provide academic services to especially financially backward and girls student of local community and nearby villages through qualitative and valuable education.

Our mission of the institution is in tune with the objectives of higher education policies of the nation for instance; we provide qualitative and valuable higher education to the rural students of Mowad city as well as nearby villages. Through the curricular and extra curricular activities we try to develop overall skills and personality of students as compare to student of urban community.

The following mission statements of the college aim at translating college's vision in to activities.

➢ To impart higher education to the residents of Mowad and nearby areas in general.

➢ To provide infrastructure facility of the institution for the development of community.

➢ To ensure and inculcated perfect discipline in terms of regularity, sincerity, and punctuality among the students so that they contribute to the society and nation as most responsible and respectable citizen

➢ To aim at overall personality development of the students through extracurricular activities.

➢ To provide platform to the student by giving them an opportunity to face all he challenges of the competitive world with at most utilization of the potential in sports and other events.

**6.2 Does the Institution has a management Information System**

> Yes,
>
> Information on all aspects relating to the working of the institution is systematically maintained and made available to all stakeholders. All policy decisions and implementation thereof are well circulated among all levels of the staff and management.

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

**6.3.1 Curriculum Development**

> The college has a no scope as far as innovation in curricula is concerned because the board of studies decides the curriculum. We adopt these curricula as per university direction.
>
> Only we design the curriculum of our short term certificate courses.

**6.3.2 Teaching and Learning**

> Learning is made student –centered by adopting learning activities like class seminars, assignments, group discussions, field trips, guest lectures. Faculty members are participated in Refresher courses for upgrading their knowledge.

**6.3.3 Examination and Evaluation**

> - Online Enrolment of the students
> - Online submission of examination forms
> - Online issuance of Hall tickets
> - Online declaration of result
> - All these activities are implemented as per University Norms.
> - College also conducts terminal examination at the end of syllabus and declare the results within fifteen days.
> - College conducts short term certificate course examination and declare the results within fifteen days.

**6.3.4  Research and Development**

> The College encourages the faculty to attend State, National and International Conferences/Workshops/Seminars/Symposia on their related fields.
>
> 1 Teacher awarded with Ph.D. and 3 teachers are doing Ph.D.

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

> - Library has a separate reading room.
>
> - Computerization of Library using Library management software.
>
> - OPAC service is available.
>
> - The collection of books and journals in the library is enriched in every session.
>
> - Purchasing of Computers for office & Library.
>
> - Office automation using college management software
>
> - Purchasing of Almirah.
>
> - Purchasing of Books, Periodicals

**6.3.6  Human Resource Management**

> Optimum utilization of human resources is sought to be achieved through –
>
> i) Teachers of some departments take classes in other departments also based on inter – disciplinary nature of some parts of the curriculum.
>
> ii) Teachers extended services to conduct competitive examination classes held in the college.
>
> iii) Departments organised guest lectures.

### 6.3.7 Faculty and Staff recruitment

The Appointments of faculty and staff is strictly as per UGC/Government norms regarding qualifications and experience.

### 6.3.8 Industry Interaction / Collaboration

- Collaboration with Rani Laxmibai Mahila Mahavidyalaya, Sawargaon, Th. Narkhed, Dist. Nagpur.

- Colaboration with Jivan Vikas Mahavidyalaya, Thugaondeo, Th. Narkhed, Dist. Nagpur.

- Collaboration with Arvindbabu Deshmukh College, Bharsingi, Th. Narkhed, Dist. Nagpur

- Collaboration with ITI Jalalkheda, Th. Narkhed, Dist. Nagpur

### 6.3.9 Admission of Students

Through Prospectus, we provide characteristics of the college, subject taught, departmental information and the conditions of admission process etc.

As soon as the result of HSSC is declared, we give the information about admission on speaker as well as on college notice board. As our college is in rural area the place is very small. With the declaration of the 12th class result students of nearby villages as well as local come for admission.

Admission in B.A. degree course is mainly done in accordance with the university norms. As we have junior college run by our management, first preference is given to in house students for the admission of F.Y. B.A. AS our college is situated in rural area, we give admission on first come first serve basis to all without consideration of merit. So cut of percentage for admission at the entry level is 35 %.

**6.4 Welfare schemes for**

| | |
|---|---|
| Teaching | Granting permission and leave when required for pursuing research and other faculty development programmes |
| Non teaching | Granting permission and leave when required for non teaching staff training programmes. |
| Students | Student Welfare fund, Students aid fund, Student Medical aid fund, Reimbursement of exam fees for needy,  students Protection of women students at campus |

**6.5 Total corpus fund generated**

0

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

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

| Audit Type | External | | Internal | |
|---|---|---|---|---|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | Yes | University | Yes | IQAC |
| Administrative | Yes | University | Yes | IQAC |

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

For UG Programmes        Yes ☐        No ✓

For PG Programmes        Yes ☐        No ☐

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

NA

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

NA

**6.11 Activities and support from the Alumni Association**

The alumni association has established a strong linkage with the college and makes generous contributions for the career development of the students.

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

> No such association exists at present. Regular parent teacher meetings are held. In addition to these meetings, teachers communicate with parents as and when required to discuss problems related to their wards and to seek their suggestions for improvement.

**6.13 Development programmes for support staff**

> The members of the support staff are encouraged to make use of the avenues provided by the government for their promotions, to avail themselves of the all welfare measures of government that ensures their welfare. Teachers are promoted to avail the developments schemes of U.G.C. The supporting staff are encouraged to take admission to short term courses for non-teaching organised by Academic Staff College.

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

> - Tree plantation programme was organized on Independence Day.
> - Plastic and congress herb eradication, ban on open defecation such programmes are organized by different departments like N. S.S. ,A.C.E. and Environment .
> - Less use of vehicles by the staff & the students.

# Criterion – VII

## 7. Innovations and Best Practices

**7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.**

Innovative Courses & Programme

College started Short Term Self Finance Certificate Course this year in Various Discipline i.e.

1) Certificate course in Rangoli making & Handicraft

2) Certificate course in Information Technology

3) Certificate course in Preparation of Competitive Examinations.

4) Certificate course in Beauty Parlour.

5) Certificate Course in Fashion Designing.

6) Certificate course in Electric maintenance.

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

The plan of action and the ATR based on it has been presented in section 2.15.

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

I) Short term certificate courses
II) Career Guidance Cell

The details of the best practices in annexure III

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

**7.4 Contribution to environmental awareness / protection**

- Efforts initiated towards making the campus a plastic free zone.

- Students being taught to make and use paper bags.

- Tree plantation programme was organized in the college premises and beside the streets of Mowad.

- Cleanliness programme was organized in the college premises by N.S.S. department.

**7.5  Whether environmental audit was conducted?**   Yes  ✓   No ☐

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

**Strong Points**

- ➢ Our efforts of starting competitive classes bore fruits in the form of getting many students a government jobs.
- ➢ Our self finance Short Term courses proved helpful in self career establishment in the field of beauty parlour, fashion designing and handicraft etc.
- ➢ College has provided net facilities to the students which helped them to keep their knowledge update.
- ➢ Students best performances in sports help them to get jobs in Police and Army force.
- ➢ College reaccredited with B grade CGPA 2.02

**Weak Points**

- ➢ Concern about Dropout rate
- ➢ There is no scope for the development of building due to various reasons such as foundation of the main building is not strong due to black soil and insufficient financial -aid.  Management is unable to provide fund for the building.

**Opportunities**

- ➢ Scope for an expansion of building .
- ➢ Organization of seminars and conferences.
- ➢ Scope for Major Research Project
- ➢ Publication of papers in national and international journals with impact factors.

**Threats**

- ➢ Indifference of girl students in the participation of games and sports.

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

- Organization of seminars and Conferences.
- To start short term courses of university .
- Proposals for MRP to be submitted , PhD thesis to be submitted.
- Publications of papers in National and International Journals with impact factors.
- Obtaining assistance from the U.G.C.for renovation and maintenance work on existing buildings and boundary wall.
- Proposal to be submitted for various grants from UGC.

Name Miss M. V. Ambadkar

Co-ordinator
I.Q.A.C.
_____
P.B. College, Mowad
*Signature of the Coordinator, IQAC*

Name Dr. K. R. Zilpe

Chairperson
I.Q.A.C.
_____
N.P.S. College, Mowad
*Signature of the Chairperson, IQAC*

_____***_____

# NAGAR PARTISHAD SHIVAJI MAHAVIDYALAYA

Mowad, Th. Narkhed Dist. Nagpur.

Academic Calender 2015-16

**NAGAR PARISHAD SHIVAJI MAHAVIDYALAYA, MOWAD**
**ACADEMIC CALENDER 2015 - 16**

### JUNE - 2015

| | | | | | |
|---|---|---|---|---|---|
| SUN | | 7 | 14 | 21 | 28 |
| MON | 1 | 8 | 15 | 22 | 29 |
| TUE | 2 | 9 | 16 | 23 | 30 |
| WED | 3 | 10 | 17 | 24 | |
| THU | 4 | 11 | 18 | 25 | |
| FRI | 5 | 12 | 19 | 26 | |
| SAT | 6 | 13 | 20 | 27 | |

16th June: College Re-opens
17th June: College Meeting
18th June: Admission Process
20th June: Time Table, Workload, Teaching Plan preparation & formation of All committes
21st June: International Yoga Day

1st Dec.: Guest Lecture by NSS
6th Dec: Dr, Ambedkar Mahaparinirvan Din by Cuture dept.
9th Dec: Second Term start
10th Dec: Guest Lecture by English Dept.
14th Dec: Survey by ACE dept.
21st Dec: Guest Lect.by Marathi.
30th Dec: UGC National Conf. of Library Sci. dept.

### DECEMBER - 2015

| | | | | | |
|---|---|---|---|---|---|
| SUN | | 6 | 13 | 20 | 27 |
| MON | | 7 | 14 | 21 | 28 |
| TUE | 1 | 8 | 15 | 22 | 29 |
| WED | 2 | 9 | 16 | 23 | 30 |
| THU | 3 | 10 | 17 | 24 | 31 |
| FRI | 4 | 11 | 18 | 25 | |
| SAT | 5 | 12 | 19 | 26 | |

### JULY - 2015

| | | | | | |
|---|---|---|---|---|---|
| SUN | | 5 | 12 | 19 | 26 |
| MON | | 6 | 13 | 20 | 27 |
| TUE | | 7 | 14 | 21 | 28 |
| WED | 1 | 8 | 15 | 22 | 29 |
| THU | 2 | 9 | 16 | 23 | 30 |
| FRI | 3 | 10 | 17 | 24 | 31 |
| SAT | 4 | 11 | 18 | 25 | |

1st July: Tree Plantation by NSS & Env. Sci.
15th July: Essay Comp. by ACE
28th July: Fresher's Day by Culture Dept.
30th July: Black Day

1st Jan: New Year Day
6th Jan: Defence Training for girls.
3rd Jan: Savitribai Fule Jayanti
12th Jan: Yuva Din
21st Jan: Educational Tour
26th Jan: Republic Day

### JANUARY - 2016

| | | | | | |
|---|---|---|---|---|---|
| SUN | 31 | 3 | 10 | 17 | 24 |
| MON | | 4 | 11 | 18 | 25 |
| TUE | | 5 | 12 | 19 | 26 |
| WED | | 6 | 13 | 20 | 27 |
| THU | | 7 | 14 | 21 | 28 |
| FRI | 1 | 8 | 15 | 22 | 29 |
| SAT | 2 | 9 | 16 | 23 | 30 |

### AUGUST - 2015

| | | | | | |
|---|---|---|---|---|---|
| SUN | 30 | 2 | 9 | 16 | 23 |
| MON | 31 | 3 | 10 | 17 | 24 |
| TUE | | 4 | 11 | 18 | 25 |
| WED | | 5 | 12 | 19 | 26 |
| THU | | 6 | 13 | 20 | 27 |
| FRI | | 7 | 14 | 21 | 28 |
| SAT | 1 | 8 | 15 | 22 | 29 |

1st Aug: Annabhau Sathe jayanti by Culture Dept.
12th Aug: Dr. S. R. Ranganathan Jayanti
13th Aug: Cleanliness Prog. By NSS
15th Aug: Independence Day
20th Aug: Goodwill day
29th Aug: Sport Day

1st Feb: Physical Test
6th Feb: Intramural Competition
8th Feb: to 14th Feb: Special Camp by NSS
19th Feb: Shiv Jayanti & Yuva Mahotsav
22nd Feb: Term Examination
28th Feb: Marathi Bhasha Din

### FEBRUARY - 2016

| | | | | | |
|---|---|---|---|---|---|
| SUN | | 7 | 14 | 21 | 28 |
| MON | 1 | 8 | 15 | 22 | 29 |
| TUE | 2 | 9 | 16 | 23 | |
| WED | 3 | 10 | 17 | 24 | |
| THU | 4 | 11 | 18 | 25 | |
| FRI | 5 | 12 | 19 | 26 | |
| SAT | 6 | 13 | 20 | 27 | |

### SEPTEMBER - 2015

| | | | | | |
|---|---|---|---|---|---|
| SUN | | 6 | 13 | 20 | 27 |
| MON | | 7 | 14 | 21 | 28 |
| TUE | 1 | 8 | 15 | 22 | 29 |
| WED | 2 | 9 | 16 | 23 | 30 |
| THU | 3 | 10 | 17 | 24 | |
| FRI | 4 | 11 | 18 | 25 | |
| SAT | 5 | 12 | 19 | 26 | |

3rd Sep. Formation of all subjects study circle
5th Sep: Teacher's Day & Competitive exam.
8th Sep: Int. Literacy Day
22nd Sep: Elocution Compet.
24th Sep: NSS Foundation Day
28th Sep: National Seminar by Marathi Dept.

Annual Examination

### MARCH - 2016

| | | | | | |
|---|---|---|---|---|---|
| SUN | | 6 | 13 | 20 | 27 |
| MON | | 7 | 14 | 21 | 28 |
| TUE | 1 | 8 | 15 | 22 | 29 |
| WED | 2 | 9 | 16 | 23 | 30 |
| THU | 3 | 10 | 17 | 24 | 31 |
| FRI | 4 | 11 | 18 | 25 | |
| SAT | 5 | 12 | 19 | 26 | |

### OCTOBER - 2015

| | | | | | |
|---|---|---|---|---|---|
| SUN | | 4 | 11 | 18 | 25 |
| MON | | 5 | 12 | 19 | 26 |
| TUE | | 6 | 13 | 20 | 27 |
| WED | | 7 | 14 | 21 | 28 |
| THU | 1 | 8 | 15 | 22 | 29 |
| FRI | 2 | 9 | 16 | 23 | 30 |
| SAT | 3 | 10 | 17 | 24 | 31 |

2nd Oct. Gandhi Jayanti
19th Oct: Winter Examination
30th Oct: UGC National Seminar of Social Science Dept.

14th Apr.: Dr. Ambedkar Jayanti
30th Apr.: End of Session

### APRIL - 2016

| | | | | | |
|---|---|---|---|---|---|
| SUN | | 3 | 10 | 17 | 24 |
| MON | | 4 | 11 | 18 | 25 |
| TUE | | 5 | 12 | 19 | 26 |
| WED | | 6 | 13 | 20 | 27 |
| THU | | 7 | 14 | 21 | 28 |
| FRI | 1 | 8 | 15 | 22 | 29 |
| SAT | 2 | 9 | 16 | 23 | 30 |

### NOVEMBER - 2015

| | | | | | |
|---|---|---|---|---|---|
| SUN | 1 | 8 | 15 | 22 | 29 |
| MON | 2 | 9 | 16 | 23 | 30 |
| TUE | 3 | 10 | 17 | 24 | |
| WED | 4 | 11 | 18 | 25 | |
| THU | 5 | 12 | 19 | 26 | |
| FRI | 6 | 13 | 20 | 27 | |
| SAT | 7 | 14 | 21 | 28 | |

28th Nov. Mahatma Fule Punyatithi

**TERMS AND VACATIONS**
First Term: 16/06/15 to 07/11/16
Wint. Vacation: 09/11/15 to 08/12/15
Second Term: 09/12/15 to 30/04/16
Sum. Vacation: 01/05/16 to 15/06/16
Working Days: 280 days

**EXAMINATION**
Term Exam: 22/02/2016
Winter Exam: 19/10/2015
Annual Exam: 05/03/2016

### HOLIDAYS

| Year: 2015 | 2nd Oct: Gandhi Jayanti | 12th Nov: Balipratipada | Year: 2016 | 14th Apr: Dr. Ambedkar Jayanti |
|---|---|---|---|---|
| 18th Jul: Ramzan Eid | 22nd Oct: Dasara | 13th Nov: Bhaubij | 26th Jan: Republic Day | 15th Apr: Ram Navami |
| 15th Aug: Independence Day | 24th Oct: Moharam | 25th Nov: Gurunanak Jayanti | 19th Feb: Ch.Shivaji Maharaj Jayanti | 19th Apr: Mahavir Jayanti |
| 18th Aug: Parshi New Year | 11th Nov.: Diwali | 24th Dec: Eid-A-Milad | 24th Mar: Dhulivandan | 21th May: Buddha Pornima |
| 17th Sep: Ganesh Chaturthi | | 25th Dec: Khrismas | 25th Good Friday | |
| 24th Sep.: Bakari Eid | | | | |

## Analysis of Feedback

Every year college executes the exercise of collecting the feedback from the students, on teaching learning processes and curriculum. Students assess individual teachers by filling up a questionnaire especially designed for the purpose. This valuable feedback helps the teachers to upgrade their techniques of teaching. Secondly, students convey their difficulties, about syllabus, the availability of facilities and even the required essential facilities to their teachers. This facilitates the college to understand the present and the demand of the future. Including a detailed analysis of such feedback on each teacher is beyond the scope of this report. The major observations based on analysis of such feedback are summarised as follows:

1 **Mode of communication of syllabus by teachers**:

55% of students reported that the curriculum was communicated by teachers through a combination of three methods- class room lectures with illustration, classroom discussions, and interactive teaching learning methods. 30% expressed the opinion that the mode of communication of syllabus was mainly classroom lectures and interaction. 15% student suggested maximum use of projector.

2. **Strict adherence to Curriculum:**

Majority of the students affirmed that the curriculum is followed by teachers in strict adherence to University.

3. **Reading Material:**

85% of students agreed that teachers provided them with sufficient reading materials/ lectures notes as required for the curriculum.

4. **Availability of Learning Resources:**

**75%** students felt that the college library is adequately equipped and endowed with reading resources as per the curriculum of the university. 30% students suggested to increasing the stock of reference books.

5. **Accessibility of the teacher in and out of the class:**

Majority of the students expressed their satisfaction on the accessibility of the teachers in and out of the class.

5. **Overall Experience:**

A significant majority of students have rated their overall experience in this college as excellent.

# Best Practices of the Institution

**Best Practice: 1 Skill oriented short term certificate courses**

1. **Title of the Practice**

   Skill oriented short term certificate courses

2. **Goal**

   To impart students skills so that they could get the resource of livelihood.

3. **The Practice**

   College started the new six skill oriented self finance short term courses.

   College forms the different six committees for the courses. The teachers are appointed on honorarium basis for the purpose. At the end of the training the college conducted objective type questionnaire examination and issue certificate to the students.

4. **Evidence of Success**

   Majority of the students acquired skill in these courses. It gives opportunity to begin their self employment.

5. **Problems Encountered and Resources Required**

   We have not received any grants from UGC so we started these short term courses on self finance basis. The teachers where appointed on honorarium basis for the purpose.

**Best Practice: 2 Career Guidance Cell**

1.  **Title of the Practice**

    Career Guidance Cell

2.  **Goal**

    To prepare the students for competitive examinations, so that they could get various Government Services.

3.  **The Practice**

    College established career guidance cell in the year 2008-09. Since then the college is conducting regular classes not only for the college students but for alumni with the help of faculty and alumni. Guest lectures are also organised to upgrade their knowledge regarding the competitive examinations. CGC also display the information of various employments, competitive examination notification on Library and office notice board.

4.  **Evidence of Success**

    That practice proved very fruitful to us. Up to the date near about 30 students secured job in various State & Centre government department and Banking Sectors. Due to these practiced the students visited the library now and then which improved their reading habits. College library has ample collection of competitive examination books and journals, which enable the students to get success in the examination.

5.  **Problems Encountered and Resources Required**

    We make sufficient use of college resources which are not adequate but fulfilled our needs.