

SELF STUDY REPORT
(Evaluative Report of the Department)

OF,

NAGAR PARISHAD MOWAD'S

NAGAR PARISHAD SHIVAJI
MAHAVIDYALAYA

MOWAD, AT PO. MOWAD, TH. NARKHED,
DIST. NAGPUR. – 441 303
(MAHARASHTRA)

SUBMITTED
TO,

NATIONAL ASSESMENT AND
ACCREDITATION COUNCIL
(N.A.A.C.)
BANGALORE- 560 072.

FOR ASSESMENT AND
ACCREDITATION

DR. KISHOR R. ZILPE
PRINCIPAL

INTRODUCTION

It gives me a great pleasure to present this Self Study Report of our college to the national Assessment and Accreditation Council (NAAC) for assessment and accreditation.

We have made sincere efforts and honest retrospection while preparing this self-study report.

We have presented this exactly in consonance with the guidelines formulated by NAAC.

While submitting this report, we honestly believed that getting accreditation from an esteemed an autonomous body like NAAC is a matter of pride and privilege. We have highlighted our strengths and not ignored to mention our inherent and other weaknesses. Our immediate task is to concentrate in formulating an elaborate plan and proper implementation of the same in the shortest span of time to overcome the weaknesses.

We hope and believe that we have come to the expectations of NAAC.

DR. KISHOR R. ZILPE

PRINCIPAL

GOALS AND MISSION OF THE COLLEGE / INSTITUTION

- 1) To impart qualitative and valuable service in the field of education to the residence of Mowad and near by areas in general language.
- 2) To attempt community and social development through infrastructural facilities of the institution.
- 3) To ensure and inculcate perfect discipline in terms of regularity, sincerity and punctuality amongst the students. So that they contribute to the society and nations as most responsible and respectable citizen.
- 4) To aim at overall personality development of the students fraternity though extra curricular activities.
- 5) To provide platform to the students by giving them an opportunity to face all the challenges of the competitive world with almost utilization of their potential in sports and other events.

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Part –I of the Self Study Report**Part I: Institutional Data****A) Profile of the College**

1. Name and address of the college:

Name	: Nagar Parishad Shivaji Mahavidyalaya
Address	: Mowad, At Po. Mowad, Th. Narkhed, Dist. Nagpur.
City	: Mowad District: Nagpur State: Maharashtra
Pin code	: 441 303.
Website	:

2. For communication:

Office

Name	Area/ STD code	Tel.No.	Fax No.	E-mail
Principal: Dr. Kishor R. Zilpe	07105 07105	236274 279678		npsmm@rediffmail.com
Vice Principal:				
Steering Committee Coordinator: I 1. Ms.M.V.Ambadkar	07105	236274		npsmm@rediffmail.com
Coordinator: II 2. Mr. S.V. Narnaware	07105 -do-	279678 -do-		sunilnarnaware2008@yahoo.in

Residence

Name	Area/ STD code	Tel.No.	Mobile No.
Principal: Dr. Kishor R. Zilpe			09420 844927
Vice Principal:	-	-	
Steering Committee Coordinator: 1. Ms. M.V.Ambadkar			09823 857632
2. Mr. S.V. Narnaware			09423411997

3. Type of Institution:

- | | | |
|------------------|-----------------------|-------------------------------------|
| a. By management | i. Affiliated College | <input checked="" type="checkbox"/> |
| | ii. Constituent | <input type="checkbox"/> |
| b. By funding | i. Government | <input type="checkbox"/> |
| | ii. Grant-in-aid | <input checked="" type="checkbox"/> |
| | iii. Self financed | <input type="checkbox"/> |
| | iv. Any other | <input type="checkbox"/> |

(Specify the type)

4. Is it a recognized minority institution?

Yes No

If yes, specify the minority status (Religious/linguistic/any other)

(Provide the necessary supporting documents)

5. a) Date of establishment of the college:

Date	Month	Year
16	12	1996

b) University to which the college is affiliated
(If it is an affiliated college)RTM Nagpur University,
Nagpur

or which governs the college (If it is an constituent college)

6. Date of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (If any)
i. 2(f)	----	----
ii. 12 (B)	----	----

(Enclosed the Certificate of recognition u/s 2(f) and 12(B) of the UGC act)

7. Does the University Act provide for autonomy of Affiliated/ Constituent College?

Yes No

If yes, has the college applied for autonomy?

Yes No

8. Campus area in acres/sq.mts:

3 acres / 1010.35sqmts

9. Location of the College: (based on Govt. of India census)

- Urban
- Semi-urban
- Rural
- Tribal
- Hilly area
- Any other (specify)

10. Details of programmes offered by the institution:
(Give last year's data)

Sr. No.	Programme level	Name of the Programme / Course	Duration	Entry Qualification	Medium of Instruction	Sanctioned Student Strength	Number of student admitted
i)	Under-graduate	B.A.	3 yrs	HSSC	Marathi	120 / yr	201
ii)	Post-graduate						
iii)	M.Phil						
iv)	Ph.D						
v)	Certificate course						
vi)	UG Diploma						
vii)	PG Diploma						
viii)	Any Other (specify)						

(Additional rows may be inserted as per requirement)

11. List the departments:

Science
Departments: (For eg. Chemistry, Botany, Physics...) NIL
Arts (Language and Social sciences included)
Departments: English, Marathi, Political Science, History, Economics and Sociology.
Commerce
Departments: NIL
Any Other (Specify)
Departments: NIL

12. Unit Cost of Education

SSR: Self Study report _____ 7

(Unit Cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) Including the salary component = Rs. 15434/-

(b) Excluding the salary component = Rs.6178/-

B) Criterion-wise inputs**Criterion I: Curricular Aspects**

1. Does the college have a stated

Vision? Yes No Mission? Yes No Objectives? Yes No

2. Does the college offer self-financed Programme? Yes
-
- No
-

If yes, how many?

College has started ELT and MLT in the year 2007-08.

Fee charged for each programme (include certificate, Diploma, Add-on course etc.)

Sr.No.	Programme (B.Sc., B.Com. etc.)	Fee charged in Rs.
1.	NIL	NIL
2.	NIL	NIL
3.	NIL	NIL
4.	NIL	NIL

3. Number of programmes offered under

a. Annual system b. Semester system c. Trimester system

4. Programmes with

a. Choice based credit system

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Number	1
-----	-------------------------------------	----	--------------------------	--------	---

b. Inter / multidisciplinary approach

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Number	<input type="text"/>
-----	--------------------------	----	-------------------------------------	--------	----------------------

c. Any other, specify

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Number	<input type="text"/>
-----	--------------------------	----	-------------------------------------	--------	----------------------

5. Are there Programme where assessment of teacher by student is practiced?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Number	1
-----	-------------------------------------	----	--------------------------	--------	---
6. Are there Programme taught only by visiting faculty?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Number	<input type="checkbox"/>
-----	--------------------------	----	-------------------------------------	--------	--------------------------
7. New programme introduced during the last five years
- | | | | | | | | | |
|-----|-------------------------------------|--|-------------------------------------|-------------------------------------|--------------------------|-------------------------------------|--------|--------------------------|
| | UG | <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td>Yes</td><td><input type="checkbox"/></td><td>No</td><td><input checked="" type="checkbox"/></td><td>Number</td><td><input type="checkbox"/></td></tr></table> | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> | Number | <input type="checkbox"/> |
| Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> | Number | <input type="checkbox"/> | | | |
| | PG | <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td>Yes</td><td><input type="checkbox"/></td><td>No</td><td><input checked="" type="checkbox"/></td><td>Number</td><td><input type="checkbox"/></td></tr></table> | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> | Number | <input type="checkbox"/> |
| Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> | Number | <input type="checkbox"/> | | | |
| | Others (specify) | <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td>Yes</td><td><input checked="" type="checkbox"/></td><td>No</td><td><input type="checkbox"/></td><td>Number</td><td><input type="checkbox"/></td></tr></table> | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> | Number | <input type="checkbox"/> |
| Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> | Number | <input type="checkbox"/> | | | |
8. College has started English Literature and Marathi literature subjects in the year 2007-08. How long does it take for the institution to Introduce a new programme within the Existing system?

1 year

9. Does the institute develop and deploy action plans for effective implementation of the curriculum? Yes No
10. Was there major syllabus revision during the last five years? If yes, indicate the number

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Number	1
-----	-------------------------------------	----	--------------------------	--------	---
11. Is there a provision for Project work etc. in the programme? If yes, indicate the number.

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Number	<input type="checkbox"/>
-----	--------------------------	----	-------------------------------------	--------	--------------------------
12. Is there any mechanism to obtain feedback on curricular aspects? From
- | | | | | |
|-------------------|-----|-------------------------------------|----|-------------------------------------|
| a. Academic peers | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |
| b. Alumni | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |
| c. Students | Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |
| d. Employers | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |
| e. Any others | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |

Criterion II: Teaching – Learning and Evaluation

1. How are students selected for admission to various courses?

- a) Through an entrance test developed by the institution
- b) Common entrance test conducted by the
University / Governments
- c) Through interview
- d) Entrance test and interviews
- e) Merit at the previous qualifying examination
- f) Any other (specify)

(if more than one method is followed, kindly specify the weightages)

Admission in B.A. degree course is mainly done in accordance with the University norms. As we have Junior college run by our management Nagar Parishad Mowad, 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.

2. Highest and lowest percentage of marks at the qualifying examination considered for admission during the previous academic year

Programmes (UG and PG)	Open category		SC Category		ST category		Any other (specify)	
	Highest (%)	Lowest (%)	Highest (%)	Lowest (%)	Highest (%)	Lowest (%)	Highest (%)	Lowest (%)
Year 2007-08								
B.A.	66 %	37 %	66 %	48 %	52 %	40 %	69 %	50 %

3. Number of working days during the last academic year
4. Number of teaching days during the last academic year

5. Number of positions sanctioned and filed

	Sanctioned / Filled	
Teaching	9	9
Non-teaching	8	6
Technical	0	0

6. a. Number of regular and permanent teacher (gender-wise)

Professor	M		F	
Reader	M	1	F	
Sr. Grade lecturer	M		F	
Lecturers	M	5	F	

b. Number of temporary teacher (gender-wise)

Lecturer-full-time	M	2	F	2
Lecturer-Part-time	M		F	
Lecturer (Management appointees) –full time	M		F	
Lecturer (Management appointees) – parttime	M		F	
Any other	M		F	
Total	M	2	F	2

c. Number of teachers	From the same state	9
	From other State	0

* M – Male F – Female

7. a. Number of qualified / permanent teacher and their percentage to the total number of faculty	Number	%
	5	56 %

b. Teacher student ratio	9: 201
--------------------------	--------

- c. Number of teacher with Ph.D. as the highest qualification and their percentage to the total faculty strength.

1	11 %
---	------
- d. Number of teacher with M.Phil as the highest qualification and their percentage to the total faculty strength

4	44 %
---	------
- e. Percentage of the teacher who have completed UGC, NET and SLET exams

56 %

- f. Percentage of the faculty who have served as resource Person in Workshop/Seminar/Conferences during the last five years

0 %

- g. Number of faculty development programmes availed by teachers (last five years)
- | | | | | | |
|---------------------|---|---|---|---|---|
| | 1 | 2 | 3 | 4 | 5 |
| UGC/FIP programme | | | | | |
| Refreshers: | 1 | 3 | 2 | | 3 |
| Orientation: | 1 | | | 1 | |
| Any other (specify) | | | | | |
- h. Number of faculty development programme organized By the college during the last five years
- | | | | | | |
|--|---|---|---|---|---|
| | 1 | 2 | 3 | 4 | 5 |
| Seminar/workshop/symposia | | | | | |
| Curricular development, teaching-Learning, assessment.etc. | | | | | |
| Research Management | | | | | |
| Invited/endowment lectures | | | | | |
| Any other (specify) | | | | | |

8. Number and percentage of the course where predominantly the lecturer method is practiced. Number %

8	100 %
---	-------
9. Does the college have the tutor-ward system? Yes No
- If yes, how many students are under the care of a

5-10

 teacher?
10. Are remedial programmes offered?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Number	1
-----	-------------------------------------	----	--------------------------	--------	---
11. Are bridge courses offered?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Number	<input type="checkbox"/>
-----	--------------------------	----	-------------------------------------	--------	--------------------------
12. Are their Courses with ICT-enable teaching-learning processes?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Number	<input type="checkbox"/>
-----	--------------------------	----	-------------------------------------	--------	--------------------------
13. Is there a mechanism for:
- a. Self appraisal of faculty? Yes No
- b. Student assessment of faculty performance? Yes No
- c. Expert / Peer assessment of faculty performance? Yes No
14. Do the faculty members perform additional administrative work? Yes No
- If yes, the average number of hours spent by the faculty per week

2 hrs.

Criterion III: Research, Consultancy and Extension

1. How many teaching faculty are actively involved in research? Number %
(Guiding student research, managing research projects

6	67 %
---	------

 etc.)
2. Research collaborations
- a) National Yes No
If yes, how many?
- b) International Yes No
If yes, how many?
3. Is the faculty involved in consultancy work? Yes No
If yes, consultancy earnings/year(average of last
Two years may be given)
4. a. Do the teacher have ongoing/ completed research projects?
If yes, how many? On going Yes No
Completed

7 / 5

- b. Provide the following details about the ongoing research projects

Major projects	Yes		No	<input checked="" type="checkbox"/>	Number		Agency		Amt.	
Minor projects	Yes		No	<input checked="" type="checkbox"/>	Number		Agency		Amt.	
College projects	Yes		No	<input checked="" type="checkbox"/>	Number		Agency		Amt.	
Industry sponsored	Yes		No	<input checked="" type="checkbox"/>	Number		Industry		Amt.	
Any other (specify)	Yes	<input checked="" type="checkbox"/>	No		Number	7	YCMOU & RTMNU			
No. of student research projects	Yes		No	<input checked="" type="checkbox"/>	Number		Amount sanctioned by the college			

5. Research publications:

International Journals	Yes		No	✓	Number	
National journals-refereed papers	Yes		No	✓	Number	
College journal	Yes		No	✓	Number	
Books	Yes		No	✓	Number	
Abstracts	Yes		No	✓	Number	
Any other (specify) Prof. A.B.Bhakte has published research article on his M.Phil research in Shodh Suchi Vol- 1.	Yes	✓	No		Number	1
Awards, recognition. Patents etc.if any (specify)						

6. Has the faculty

Yes	✓	No		Number	9
-----	---	----	--	--------	---

a) Participated in conferences?

b) Presented research papers in

Yes		No	✓	Number	
-----	--	----	---	--------	--

Conferences?

7. Number of extension activities organized in collaboration

2

with other agencies/NGOs (such as Rotary/Lions Club)?

(average of last two years)

8. Number of regular extension programmes organized by

NSS	NCC
2	

NSS and NCC Cadet/units etc. (average of last two

years)

9. Number of NCC Cadets/units

M		F		Unit	
---	--	---	--	------	--

10. Number of NSS Volunteers/units

M	43	F	57	Unit	1
---	----	---	----	------	---

Criterion IV: Infrastructure and Learning Resources

1.	(a) Campus area in acres	3 acres	
	(b) Built up area in Sq. Meters (*1 sq.ft. = 0.093 sq.mt)	1010.35 sqmt	
2.	Working hours of the Library		
	(a) On working days	8 hours	
	(b) On holidays		
	(c) On Examination days	10 hours	
3.	Average number of faculty visiting the library/day (average of the last two years)	6	
4.	Number of journals subscribed to the institution	11	
5.	Does the library have the open access system?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
6.	Total collection (Number)	Titles	Volumes
	a. Books	185	229
	b. Textbooks	120	954
	c. Reference books	107	257
	d. Magazines		
	e. Current journals		
	Indian journals	11	11
	Foreign journals		
	f. Peer-reviewed journals		
	g. Back volumes of journals		
	h. E-resources		
	CDs/DVDs	5	5
	Databases		
	Online journals		
	Audio-visual resources		

i. Special collection (Numbers)

Repository	Yes	No	✓	Number	
------------	-----	----	---	--------	--

(World Bank, OECD, UNESCO etc.)

Interlibrary borrowing facility	Yes	No	✓	Number	
---------------------------------	-----	----	---	--------	--

Materials acquired under special

Schemes (UGC, DST etc.)	Yes	No	✓	Number	
-------------------------	-----	----	---	--------	--

Materials for Competitive

examinations

Yes	✓	No		Number	6
-----	---	----	--	--------	---

Including Employment news, Yojana

etc.

Book Bank	Yes	No	✓	Number	
-----------	-----	----	---	--------	--

Braille materials	Yes	No	✓	Number	
-------------------	-----	----	---	--------	--

Manuscripts	Yes	No	✓	Number	
-------------	-----	----	---	--------	--

Any other (specify)	Yes	No	✓	Number	
---------------------	-----	----	---	--------	--

7. Number of books / journals / periodicals added during the last two years and their total cost

	The year before last(2006-07)		Last year (2007-08)	
	Number	Total Cost (Rs.)	Number	Total Cost (Rs.)
Text books	83	10400.00	43	5098.00
Reference books	17	8650.00	3	635.00
Other books	8	1375.00	46	1015.00
Journals/Periodicals	5	695.00	11	2195.00
Encyclopedia				
Any other (specify) Reference books & general books donated by RTM Nagpur University			204	9743.00

8. Mention the

Total carpet area of the Central Library (in sq.ft)	1297 sqft.
--	------------

Number of departmental libraries	0
----------------------------------	---

Average carpet area of the departmental libraries	
---	--

Seating capacity of the Central Library (Reading room)	40
--	----

9. Status of automation of Library

Not initiated Fully automated Partially automated

10. Percentage of library budget in relation to the total budget

1 %

11. Services / facilities available in the library (If yes, tick in the box)

Circulation Clipping Bibliographic compilation Reference Reprography Computer and Printing Internet Inter-library loan Power back up Information display and notification User orientation / information literacy

Any other (specify)

12. Average number of books issued / returned per day

50

13. Ratio of library books to the number of student enrolled

1445 : 201

14. Computer Facilities

Number of computers in the college

08

Number of departments with computer facilities

Central computer facilities (Number of terminals)

02

Budget allocated for purchase of computer during
the last academic year

Amount spent on maintenance and upgrading
of computer facilities during the last academic year

Internet Facility Connectivity

Dialup	Broadband	Others (specify)
✓		

Number of nodes / computers with Internet facility

15. Is there a workshop / Instrumentation Center?

Yes	No	Available From the year
	✓	

16. Is there a Health Center?

Yes	No	Available From the year
	✓	

17. Is there Residential accommodation for

Faculty? Yes No

Non-teaching staff? Yes No

18. Are there student Hostel? Yes No

If yes, number of student residing in _____ hostels

Male

Yes	No	✓	Number	<input type="text"/>
-----	----	---	--------	----------------------

Female

Yes	No	✓	Number	<input type="text"/>
-----	----	---	--------	----------------------

19. Is there a provision for

a) Sports fields Yes No

b) Gymnasium Yes No

c) Women's rest rooms Yes No

d) Transport Yes No

e) Canteen / Cafeteria Yes No

f) Student center Yes No

g) Vehicle parking facility Yes No

Criterion V: Student Support Progression

1. a. Student strength

(Provide information in the following format, for the past two years)

Student Enrolment	UG			PG			M. Phil			Ph.D.			Diploma / Certificate			Self-Funded		
	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T
Number of students From the same State Where the college is located																		
2006 - 07	100	139	239															
2007 - 08	93	108	201															
Number of students From other state																		
Number of NRI Students																		
Number of foreign Students																		

M – Men, F – Female, T – Total

b. Dropout rate in UG and PG (average for the last two batches)

	Number	%
UG	72	42 %
PG		

2. Financial support for students: (last year)

	Number	%
Endowments:		
Freeships:		
Scholarship (Government):	153	76 %
Scholarship (Institution):		
Number of loan facilities:		
Any other financial support		

(Specify)

3. Does the college obtain feedback from students on their campus experiences? Yes No

4. Major cultural events (data for last year)

Events	Organised			Participated		
	Yes	No	Number	Yes	No	Number
Inter-collegiate		✓			✓	
Inter-university		✓			✓	
Any other (specify) Intra-collegiate	✓		4		✓	

5. Examination Results (data of five years)

Results	UG					PG					M.Phil.				
	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
	2004	2005	2006	2007	2008										
Pass Percentage	60 %	54 %	47 %	76 %	78 %										
Number of first classes	01	05	04	03	02										
Number of distinctions	03	04	0	5	0										
Ranks (if any)															

(* Add more columns if not adequate)

6. Number of overseas programmes on campus

Number	Amount	Agency

And income earned:

7. Number of students who have passed the following

Examination during the last five years

NET					
SLET					
CAT					
TOEFL					
GRE					
GMAT					
Civil services (IAS/IPS/IFS)					
Defence Entrance					
Other services					
Any other (specify)					1

Recently our alumni Mr. Khushal Kathane qualifies Union Bank Examination and appointed in the year 2008.

8. Is there a Student Counseling Centre? Yes No

9. Is there a Grievance Redressal Cell? Yes No

10. Does the college have an Alumni Association?

Yes	No	Formed in the year
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2008-09

11. Does the college have a Parent-teachers Association?

Yes	No	Formed in the year
<input type="checkbox"/>	<input checked="" type="checkbox"/>	

Criterion VI: Governance and Leadership

1. Has the institution appointed a permanent Principal? Yes No

If Yes, denote the qualifications?

If No, for how long has the position been vacant?

2. Number of professional development programmes held _____ for
the Non-teaching staff (last two years)

3. Financial resources of the college (approximate amount)

- Last year data (2007-08)

Grant –in-aid

Fee from aided courses

Donation

Fee from self-funded courses

Any other (specify)

4. Statement of Expenditure (for last two years)

Item	Before last 2006-07	Last year 2007-08
% Spent on the salaries of faculty	45 %	27 %
% Spent on the salaries of non- teaching employees Including contractual workers	15 %	7 %
% Spent on books and journals	0.54 %	0.11 %
% Spent on Building development		
% Spent on hostels, and other student amenities		
% Spent on maintenance – electricity, water, telephones, infrastructure	0.49 %	0.23 %
% Spent on academic activities of departments- laboratories, green house, field trips etc.	0.11 %	0.12 %
% Spent on research, seminars, etc.		
% Spent on miscellaneous expenditure		

Note: The institution may provide the details regarding the above table as per heads of account being maintained. However, care may be taken to cover the above items.

5. Dates of meetings Academic and Administration Bodies during the last two years:

	Last year 2007-08	Year before last 2006-07
Governing Body	12/07/ 2007	21/08/06
Internal Admn. Bodies (mention only three most important bodies)		
1) Admission committee	11/06/2007	12/06/2006
2) Discipline		
3) Examination	20/12/2007	2/01/2006
Any others (specify)		

6. Are there Welfare Schemes for the academic community?

Loans: Yes No Medical allowances Yes No Any other (specify) 8. Are there ICT supported / Computerised units /processes/
activities for the following?a) Administrative section / Office Yes No b) Finance Unit Yes No c) Student Admissions Yes No d) Placements Yes No e) Aptitude Testing Yes No f) Examinations Yes No g) Student Record Yes No

Criterion VII: Innovative Practices

1. Has institution established Internal Quality Assurance Mechanism? Yes No

2. Do students participated in the Quality Enhancement initiatives of the Institution? Yes No

3. What is the percentage of the following student categories in the institution?

a.	SC	9 %
b.	ST	5 %
c.	OBC	60 %
d.	Women	47 %
e.	Differently-abled	
f.	Rural	100 %
g.	Tribal	

4. What is the percentage of the following category of staff?

	Category	Teaching staff	%	Non-teaching staff	%
a	SC	0	0 %	2	33 %
b	ST	0	0 %	1	17 %
c	OBC	0	0 %	0	0 %
d	Women	2	23 %	0	0 %
e	Physically challenged	0	0 %	0	0 %
f	General category	9	100 %	3	50 %
g	Any other (specify)				

5. What is the percentage incremental academic growth of the following category of students for last two batches?

Category		At Admission		On completion of the course	
		Batch I 2004-05	Batch II 2005-06	Batch I 2006-07	Batch II 2007-08
a.	SC	15	13	02	04
b.	ST	01	04	01	02
c.	OBC	90	75	37	35
d.	Women	83	59	34	108
e.	Physically challenged	--	--	--	--
f.	General Category	1	12	06	07
g.	Any other (specify)				
	VJ/NT	10	--	--	--
	SBC	14	9	02	06

C) Profile of the Departments		Responses	
1.	Name of the Department	English & ELT	
2.	Year of Establishment	1996 & 2007	
3.	Number of Teachers sanctioned and present position	1	1
4.	Number of Administrative Staff	0	
5.	Number of Technical Staffs	0	
6.	Number of Teacher and Students	1:201 & 1: 6	
7.	Demand Ratio (No. of seats : no. of applications)	1:1	
8.	Ratio of teachers to Students	1: 201 & 1: 6	
9.	Number of research scholars who had their masters degree from other institutions	0	
10.	The year when the curriculum was revised last		
11.	Number of student passed NET/SLET etc.(last two years)	0	
12.	Success Rate of students (What is the pass percentage as compared to the University average?)	71 % & 50 %	
13.	University Distinction / Ranks	NIL	
14.	Publication by faculty (last 5 years)	NIL	
15.	Awards and recognition received by faculty	NIL	
16.	Faculty who have attended National and International Seminars (last 5 years)	3	1
17.	Number of National and International seminars organized (last five years)	0	0
18.	Number of teachers engaged in consultancy and the revenue generated	0	0
19.	Number of ongoing projects and its total outlay	1	1
20.	Research projects completed during last two & its total outlay	NIL	NIL
21.	Number of inventions and patents	NIL	NIL
22.	Number of Ph.D. theses guided during the last two year	NIL	
23.	Number of Books in the Departmental Library, if any	0	
24.	Number of journals/Periodicals	0	
25.	Number of Computers	0	
26.	Annual Budget	NIL	

* Use separate sheets for each department (If applicable)

Profile of the Departments		Responses	
1.	Name of the Department	Marathi & MLT	
2.	Year of Establishment	1996 & 2007	
3.	Number of Teachers sanctioned and present position	1	2
4.	Number of Administrative Staff	0	
5.	Number of Technical Staffs	0	
6.	Number of Teacher and Students	2: 201 & 2: 27	
7.	Demand Ratio (No. of seats : no. of applications)	1:1	
8.	Ratio of teachers to Students	2: 201 & 2:27	
9.	Number of research scholars who had their masters degree from other institutions	1	
10.	The year when the curriculum was revised last	NIL	
11.	Number of student passed NET/SLET etc.(last two years)	NIL	
12.	Success Rate of students (What is the pass percentage as compared to the University average?)	93 % & 100 %	
13.	University Distinction / Ranks	1	
14.	Publication by faculty (last 5 years)	2	
15.	Awards and recognition received by faculty	3	
16.	Faculty who have attended National and International Seminars (last 5 years)	13	0
17.	Number of National and International seminars organized (last five years)	0	0
18.	Number of teachers engaged in consultancy and the revenue generated	0	0
19.	Number of ongoing projects and its total outlay	1	
20.	Research projects completed during last two & its total outlay	NIL	NIL
21.	Number of inventions and patents	0	0
22.	Number of Ph.D. theses guided during the last two year	0	
23.	Number of Books in the Departmental Library, if any	0	
24.	Number of journals/Periodicals	0	
25.	Number of Computers	0	
26.	Annual Budget	NIL	

* Use separate sheets for each department (If applicable)

Profile of the Departments		Responses	
1.	Name of the Department	History	
2.	Year of Establishment	1996	
3.	Number of Teachers sanctioned and present position	1	1
4.	Number of Administrative Staff	0	
5.	Number of Technical Staffs	0	
6.	Number of Teacher and Students	1: 148	
7.	Demand Ratio (No. of seats : no. of applications)	1: 1	
8.	Ratio of teachers to Students	1: 148	
9.	Number of research scholars who had their masters degree from other institutions	NIL	
10.	The year when the curriculum was revised last	2004	
11.	Number of student passed NET/SLET etc.(last two years)	0	
12.	Success Rate of students (What is the pass percentage as compared to the University average?)	69 %	
13.	University Distinction / Ranks	NIL	
14.	Publication by faculty (last 5 years)	NIL	
15.	Awards and recognition received by faculty	NIL	
16.	Faculty who have attended National and International Seminars (last 5 years)	3	0
17.	Number of National and International seminars organized (last five years)	0	0
18.	Number of teachers engaged in consultancy and the revenue generated	0	0
19.	Number of ongoing projects and its total outlay	1	
20.	Research projects completed during last two & its total outlay	1	
21.	Number of inventions and patents	0	0
22.	Number of Ph.D. theses guided during the last two year	0	
23.	Number of Books in the Departmental Library, if any	0	
24.	Number of journals/Periodicals	0	
25.	Number of Computers	0	
26.	Annual Budget	NIL	

* Use separate sheets for each department (If applicable)

Profile of the Departments		Responses	
1.	Name of the Department	Political Sci.	
2.	Year of Establishment	1996	
3.	Number of Teachers sanctioned and present position	1	1
4.	Number of Administrative Staff	0	
5.	Number of Technical Staffs	0	
6.	Number of Teacher and Students	1:150	
7.	Demand Ratio (No. of seats : no. of applications)	1:1	
8.	Ratio of teachers to Students	1: 150	
9.	Number of research scholars who had their masters degree from other institutions	0	
10.	The year when the curriculum was revised last	0	
11.	Number of student passed NET/SLET etc.(last two years)	0	
12.	Success Rate of students (What is the pass percentage as compared to the University average?)	68 %	
13.	University Distinction / Ranks	NIL	
14.	Publication by faculty (last 5 years)	NIL	
15.	Awards and recognition received by faculty	NIL	
16.	Faculty who have attended National and International Seminars (last 5 years)	4	1
17.	Number of National and International seminars organized (last five years)	0	0
18.	Number of teachers engaged in consultancy and the revenue generated	0	0
19.	Number of ongoing projects and its total outlay	1	
20.	Research projects completed during last two & its total outlay	NIL	NIL
21.	Number of inventions and patents	0	0
22.	Number of Ph.D. theses guided during the last two year	0	
23.	Number of Books in the Departmental Library, if any	0	
24.	Number of journals/Periodicals	0	
25.	Number of Computers	0	
26.	Annual Budget	NIL	

* Use separate sheets for each department (If applicable)

Profile of the Departments		Responses	
1.	Name of the Department	Economics	
2.	Year of Establishment	1996	
3.	Number of Teachers sanctioned and present position	1	1
4.	Number of Administrative Staff	0	
5.	Number of Technical Staffs	0	
6.	Number of Teacher and Students	1: 106	
7.	Demand Ratio (No. of seats : no. of applications)	1:1	
8.	Ratio of teachers to Students	1: 106	
9.	Number of research scholars who had their masters degree from other institutions	0	
10.	The year when the curriculum was revised last	NIL	
11.	Number of student passed NET/SLET etc.(last two years)	0	
12.	Success Rate of students (What is the pass percentage as compared to the University average?)	93 %	
13.	University Distinction / Ranks	NIL	
14.	Publication by faculty (last 5 years)	NIL	
15.	Awards and recognition received by faculty	NIL	
16.	Faculty who have attended National and International Seminars (last 5 years)	2	1
17.	Number of National and International seminars organized (last five years)	0	0
18.	Number of teachers engaged in consultancy and the revenue generated	0	0
19.	Number of ongoing projects and its total outlay	1	
20.	Research projects completed during last two & its total outlay	1	
21.	Number of inventions and patents	0	0
22.	Number of Ph.D. theses guided during the last two year	0	
23.	Number of Books in the Departmental Library, if any	0	
24.	Number of journals/Periodicals	0	
25.	Number of Computers	0	
26.	Annual Budget	NIL	

Profile of the Departments		Responses	
1.	Name of the Department	Sociology	
2.	Year of Establishment	1996	
3.	Number of Teachers sanctioned and present position	1	1
4.	Number of Administrative Staff	0	
5.	Number of Technical Staffs	0	
6.	Number of Teacher and Students	1: 168	
7.	Demand Ratio (No. of seats : no. of applications)	1 : 1	
8.	Ratio of teachers to Students	1: 168	
9.	Number of research scholars who had their masters degree from other institutions	0	
10.	The year when the curriculum was revised last	0	
11.	Number of student passed NET/SLET etc.(last two years)	0	
12.	Success Rate of students (What is the pass percentage as compared to the University average?)	79 %	
13.	University Distinction / Ranks	NIL	
14.	Publication by faculty (last 5 years)	NIL	
15.	Awards and recognition received by faculty	NIL	
16.	Faculty who have attended National and International Seminars (last 5 years)	7	0
17.	Number of National and International seminars organized (last five years)	0	0
18.	Number of teachers engaged in consultancy and the revenue generated	0	0
19.	Number of ongoing projects and its total outlay	1	
20.	Research projects completed during last two & its total outlay	NIL	NIL
21.	Number of inventions and patents	0	0
22.	Number of Ph.D. theses guided during the last two year	NIL	
23.	Number of Books in the Departmental Library, if any	0	
24.	Number of journals/Periodicals	0	
25.	Number of Computers	0	
26.	Annual Budget	NIL	

- Use separate sheets for each department (If applicable)

C) Profile of the Departments		Responses	
1.	Name of the Department	Physical Education	
2.	Year of Establishment	1996	
3.	Number of Teachers sanctioned and present position	1	1
4.	Number of Administrative Staff	0	
5.	Number of Technical Staffs	0	
6.	Number of Teacher and Students	1: 201	
7.	Demand Ratio (No. of seats : no. of applications)	1:1	
8.	Ratio of teachers to Students	1: 201	
9.	Number of research scholars who had their masters degree from other institutions	0	
10.	The year when the curriculum was revised last	NIL	
11.	Number of student passed NET/SLET etc.(last two years)	0	
12.	Success Rate of students (What is the pass percentage as compared to the University average?)	100 %	
13.	University Distinction / Ranks	NIL	
14.	Publication by faculty (last 5 years)	NIL	
15.	Awards and recognition received by faculty	NIL	
16.	Faculty who have attended National and International Seminars (last 5 years)	0	0
17.	Number of National and International seminars organized (last five years)	0	0
18.	Number of teachers engaged in consultancy and the revenue generated	0	0
19.	Number of ongoing projects and its total outlay	0	0
20.	Research projects completed during last two & its total outlay	NIL	NIL
21.	Number of inventions and patents	NIL	NIL
22.	Number of Ph.D. theses guided during the last two year	NIL	
23.	Number of Books in the Departmental Library, if any	0	
24.	Number of journals/Periodicals	0	
25.	Number of Computers	0	
26.	Annual Budget	10000	

C) Profile of the Departments		Responses	
1.	Name of the Department	Library	
2.	Year of Establishment	1996	
3.	Number of Teachers sanctioned and present position	1	1
4.	Number of Administrative Staff	1	
5.	Number of Technical Staffs	0	
6.	Number of Teacher and Students	1: 201	
7.	Demand Ratio (No. of seats : no. of applications)	1:1	
8.	Ratio of teachers to Students	1: 201	
9.	Number of research scholars who had their masters degree from other institutions	0	
10.	The year when the curriculum was revised last	NIL	
11.	Number of student passed NET/SLET etc.(last two years)	0	
12.	Success Rate of students (What is the pass percentage as compared to the University average?)	-	
13.	University Distinction / Ranks	NIL	
14.	Publication by faculty (last 5 years)	NIL	
15.	Awards and recognition received by faculty	NIL	
16.	Faculty who have attended National and International Seminars (last 5 years)	0	0
17.	Number of National and International seminars organized (last five years)	0	0
18.	Number of teachers engaged in consultancy and the revenue generated	0	0
19.	Number of ongoing projects and its total outlay	0	0
20.	Research projects completed during last two & its total outlay	NIL	NIL
21.	Number of inventions and patents	NIL	NIL
22.	Number of Ph.D. theses guided during the last two year	NIL	
23.	Number of Books in the Departmental Library, if any	1445	
24.	Number of journals/Periodicals	11	
25.	Number of Computers	1	
26.	Annual Budget	6000	

Part –II: Evaluative Report

Criterion I: Curricular Aspects

1.1 Curriculum Design and Development

1.1.1 State the vision and mission of the institution, and how it is communicated to the students, teachers, staff and other stakeholders?

Vision of the college is:

To provide academic services for especially financially backward and girls student of local community and near by villages through qualitative and valuable education.

The following are the mission of the college.

- 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 extra curricular 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.

The vision and mission of the college are communicated to the students, teachers, staff and other stakeholder through college prospectus and other college activity.

1.1.2 How does the mission statements reflect the institution's distinctive characteristics in terms of addressing the need of the society, the students it seek to serve, institution's traditions and value orientation?

The main goal of the college is to provide higher education to the rural economically and educationally backward class. The college provides education to the students as per curricula formed by the university, enables the students to obtain their degrees.

All these goals are reflected and achieved through the syllabus of various subjects.

- a) At the entry level for F.Y. B.A. the students with ability to score more are identified and special attention is given to them so that they pass out with higher percentage at T.Y. B.A. level.
- b) Our college building is utilized for various social and educational activities such as marriages, holdings of examination, which lead to social and community development.
- c) The discipline committee along with other members ensures that students are regular and punctual in attending the lectures. They also ensure that perfect discipline and decorum is observed during the lectures.
- d) Student council and cultural department conduct various activities for overall personality development of the students throughout the year, where students gain exposure by participating in these activities.
- e) We give special preference to the students who have some credential in the field of sports, during admission to various classes. This gives them a platform to develop their hidden potential in the field of sports.

- f) The various activities organized under N.S.S. and A.C.E. which gives them opportunity to learn social responsibilities and develop social and moral values.

1.1.3 Are the academic programmes in line with the institution's goals and objectives? If yes, give details on how the curricula developed/ adopted, address the needs of the society and have relevance to the regional / national and global trends and developmental needs? (access to the Disadvantages, Equity, Self development, Community and National Development, Ecology and environment, Value orientation, Employment, ICT introduction, Global and National demands and so on)

Yes,

The college has a no scope as far as innovation in curricula is concerned because the board of studies decides the curricular. We adopt these curricula as per university direction.

The goals and objectives are achieved also through syllabus of various subjects for ex. The study of Political science of T.Y. B.A. makes student aware of the political system of western world (England, America, Soviet Russia Switzerland). The study of the economics enables the students to know the market better.

The activities carried out under N.S.S. and A.C.E. helps in the community and national development. We also organized eco-friendly programmes such as cleanliness and tree plantation.

As the B.A. degree is not professional or technical degree our student after graduation go for post graduation courses like M.A. M.S.W. and other professional courses like B.Ed., B.Lib & I.Sc., L.L.B. B.P.Ed etc. Some students appear for various competitive exams like M.P.S.C. , Bank, Railway & S.S.C.

1.1.4 How does the curriculum cater to inclusion/integration of Information and Communication Technology (ICT) in the curriculum, for equipping the student to compete in the global employment markets?

Our B.A. degree course is not a technical course so we make a limited scope of ICT. For instance we use OHP to show plays, which are included in syllabus. The advanced information related to economics and other subjects are provided to students, from Internet.

1.1.5 Specify the initiatives and contributions of the institution in the curriculum design and development process. (Need assessment, development of information database, feedback from faculty, students, alumni, employees and academic peers, and communicating the information and feedback for appropriate inclusion and decision in statutory academic bodies, Membership of BOS and by sending agenda items etc.)

Our college is affiliate to Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur. It is through various bodies of the university like faculty, Academic Council etc. that the feedback is received. Similarly the Local Enquiry Committees of the university also put forward useful suggestions. Board of studies is the main instrument for designing the syllabus. For instance it was on the suggestion of the UGC through the University, that the course content have been restructured recently. The Local Managing Committee of our college reviews the teaching programmes and assesses the result in light of the teaching programmes such as syllabus and curriculum.

1.2 Academic Flexibility

1.2.1 What are the range of programme option available to learners in terms of Degrees, Certificate and Diplomas?

There is only one Degree course in our college, namely Bachelor of Arts. Range of options available for Arts students. The students are free to take any 3 of the following 6 optional subjects-

Viz Economics, History, Political Science, Sociology, English Literature and Marathi Literature.

1.2.2 Give details on the following provisions with reference to academic flexibility, value addition and enrichment:

a) Core options:

b) Elective options:

In the existing structure of B.A. Degree course there are two compulsory subjects, they are English and regional language Marathi. As per university ordinance the students have the choice to choose any other three subjects out of the option available.

For Arts faculty, English and Marathi are compulsory subjects. Out of the following six optional subjects given, students have to choose any three subjects for study.

- | | | |
|--------------|-----------------------|------------------------|
| 1. Economics | 2. History | 3. Political Science |
| 4. Sociology | 5. English Literature | 6. Marathi Literature. |

c) Add on courses

We have added two courses, English literature and Marathi Literature on non-grant basis from 2007-08.

d) Interdisciplinary courses

NIL

e) Flexibility to the students to move from one discipline to another

There is no flexibility to the students to move from one discipline to another.

f) Flexibility to pursue the programme with reference to the time frame (flexible time for completion)

There is no flexibility with regard to the time frame as the degree course is a fixed three (3) years degree course.

1.2.3 Give details of the programme and other facilities available for international students (if any)

Not applicable.

1.2.4 Does the institution offer any self-financed programme in the institution? If yes, list them and indicate how they differ from other programs, with reference to admission, curriculum, fee structure, teacher qualification and salary etc.

Yes,

1. English Literature,

2. Marathi Literature

They are not different from other subjects.

1.3 Feedback on Curriculum

1.3.1 How does the college obtain feedback on curriculum from

a) Students?

b) Alumni?

c) Parents?

d) Employers / Industries?

e) Academic Peers?

f) Community?

We accept the syllabus as suggested by University. They never take our opinion about the syllabus.

1.3.2 How is the above feedback analyzed and out come / suggestion used for continuous improvements, and communicated to the affiliating university for appropriate inclusion?

NIL

1.4 Curriculum update

1.4.1 What is the frequency and the basis for syllabus revision and what are major revisions made during the last two years?

During the last two year no major revision is made.

1.4.2 How does the institution ensure that the curriculum bears a thrust on core values adopted by NAAC?

- We provide higher education to the students of communities in rural area. We provide admission to the student on first come first serve basis.
- Our college arranges educational tour to visit different places and local industries.
- With the collaboration of Primary Health Center, Mowad, College arranges Blood donation camps, Aids awareness rally, Collection of Flag Fund, Literacy Rally, Sadbhavana Rally, Natural Disaster Relief fund.
- Our N.S.S. department organizes various activities, which prove helpful for society development.
- College has Internet facility for student as well as staff.

1.4.3 Does the institution use the guidelines of statutory bodies (UGC / AICTE / State Council of HE and other bodies) for developing and / or restricting the curricula?

No.

1.4.4 How are the existing courses modified to meet the emerging / changing national and global trends?

Our college is not autonomous. It does not have its own curricula we strictly follows University curricula.

1.5 Best practices in Curricular Aspects

1.5.1 What are the quality sustenance and quality enhancement measures undertaken by the institution during the last five years in curricular aspects?

We take feedback from the students for these purposes.

1.5.2 What best practices in 'Curricular Aspects' have been planned / implemented by the institution?

Best Practice:

1. Objective of the practice:

Integrated curriculum for value-based education.

2. Need Addressed and the Context:

Forming values essential democratic citizenship.

3. The Practice:

Value essential for democratic citizenship are sought to be imparted through institutionalized internal curriculum practices such as celebration of National festival, promotion of national integration to curricular events on national heroes and leaders and discussion of social values and issues at rural camps, which, are organized by N.S.S. and A.C.E.

4. Evidence of success:

This best practice has been followed since 1998. There is significant change among students towards tolerance egalitarianism.

5. Resources:

Voluntary additional work and extra responsibility; support of the management in terms of resources.

Criterion II: Teaching – Learning and Evaluation

2.1 Admission Process and Student Profile

2.1.1 How does the institution ensure wide publicity to the admission process?

a) Prospectus

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

b) Institutional Website

c) Advertisement in Regional / National Newspapers

d) Any other (specify)

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 near by villages as well as local come for admission.

2.1.2 How are the students selected for the admission to the following courses? Give the cut off percentage for admission at the entry level

a) General

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 %.

b) Professional

c) Vocational

2.1.3 How does the Institution ensure transparency in the admission process?

We provide admission to the student on first come first serve basis.

2.1.4 How do you promote access to ensure equity?

a) Students from disadvantages community

We adopt the strategy of first come first serve. All the communities have equal opportunity.

b) Women

As a matter of fact the strength of women is more than men in our college.

c) Differently- abled

We give admission to differently – abled student without any discrimination.

d) Economically – weaker sections

We give them concession for paying fees in installments.

e) Sports personnel

f) Any other (specify)

2.2 Catering to Diverse Needs

2.2.1 Is there a provision for assessing the students' knowledge and skills before the commencement of the programme? If yes, give details on the strategies of the institution to bridge the knowledge gap of the incoming students for enabling them to cope with the programme to which they are enrolled.

Yes,

The college has a system of frequent interaction on the basic concepts of the subjects are put to the student before the commencement of the programme this enables the teachers to know the student knowledge and skills of the students.

2.2.2 How does the Institution identify slow and advanced learners? Give details on the strategies adopted for facilitating slow and advanced learners

During lectures, questions are asked to students. By conducting class test, by giving them assignments slow and advanced learners are identified.

Every year the teachers from various departments identify the students who are weak in certain subjects or some times in certain topics of some subjects and make special attempt to bring confidence in them in relevant subjects and topics, by arranging special classes for them in the college. For eg. The tutorial classes, especially in the subject of English are meant for improving the standard of the educationally disadvantaged students and those who are weak at English.

2.2.3 Does the institution have a provision for tutorials for the students? If yes, give details.

Yes,

We have a provision for tutorial classes especially in the subject of English and Marathi to improve the standard of the educationally disadvantaged students.

2.2.4 Is there a provision for mentoring of students or any similar process? If yes, give details.

Yes,

We start counseling service for mentoring students from this year.

2.2.5 How does the institution cater to the needs of differently – abled students?

2.3 Teaching – Learning Process

2.3.1 How does the institution plan and organize the teaching-learning and evaluation schedules? (Academic calendar, teaching plan and evaluation blue print, etc.)

In the beginning of the academic year our teachers prepare a teaching plan keeping in mind the total number lectures required for completion of the course and difficulty level of topics in related to subjects. Each teacher keeping in view the University and college calendar, examination schedules and holidays while preparing the teaching plans.

2.3.2 What are the various teaching-learning methods (lecture method, interactive method, project-based learning, computer- assisted learning, experimental learning, seminars and others) used by the teachers? Give details.

Along with lecture method, sometimes question –answer method is used before commencing the topics to create proper atmosphere. Some times the topics related to the subjects is given to the students for group discussion, story telling, recitation of poems, suitable tables and diagrams are drawn on the black board at the time of teaching for fruitful learning. It helps the students in learning the subjects better. Some time the overhead projector is also used. Different department also makes arrangement for guest lectures. In the subject Like History, Economics, Sociology educational, and industry visit tour are organized.

2.3.3 How is learning made student-centric? What are the institutional strategies, which contribute to acquisition of life skills, knowledge management skills and life long learning?

Apart from curricular study we organized various co-curricular and extra curricular activities for overall development of students. We received feedback from the students and try to implement the suggestion made by them.

We organized guest lectures on various subject and topics. We arrange educational tour all most every year. The institute accesses various journals in library department.

This year the carrier guidance cell conduct General ability test and has given the information about competitive examinations. Employment advertisements in newspaper are displayed on notice board regularly.

2.3.4 How does the institution ensure that the students have effective learning experiences? (used of modern teaching aids and Jet tools)

In the subject Marathi literature and English literature, departments arrange movie / drama shows with help of OHP, which are on syllabus. The drama “ Natsamrat” of Marathi literature is shown to the every year to F.Y.B.A. student.

2.3.5 How do the students and faculty keep pace with the recent developments in the various subjects?

Newspapers, journals, periodicals on different subjects made available to the student. We also provide them recent knowledge available on Internet on various subjects.

2.3.6 Are there departmental libraries for the use of faculty and students? If yes, how effectively are used for the enhancement of teaching and learning?

No.

2.3.7 Has the institution introduce evaluation of the teachers by students? If yes, how is the feedback analyzed and implemented for the improvement of the teaching?

Yes,

On the basis of the responses given by the students and the key aspects mention, the feedback are analyzed. We consider the suggestion made by the students. It is used for the improvement in whatever area the students have felt deficiency.

2.4 Teacher Quality

2.4.1 How are the member of the faculty selected? Does the college have the required number of qualified and component teachers to handle all the courses? If not, how does the institution cope with the requirements?

The selection of the members of faculty is done through an expert selection committee constituted by the university as per the U.G.C.(University Grants Commission) norms.

The selection committee shall consist of –

- a) The President, Governing Body of the college or his nominee (who shall be the chairman of the selection committee).
- b) One nominee of the Vice-Chancellor.
- c) One expert to be nominated by the University.
- d) One nominee of the Director of Education (Higher Education) / Director of Sports / Director of Social Welfare, Maharashtra State, as the case may be.
- e) The Principal of the college.
- f) The Head of the Department of the college, in the subject concerned and where there is no Head of the Department the senior most teacher in the subject. The posts are advertised in the newspapers. Applications are sorted out and eligible candidates are called for the interview. The actual selection

process includes close scrutiny of qualifications, teaching experience, performance in the interview, and core competence in the subject.

2.4.2 How does the college appoint additional faculty to teach new programmes / modern areas of study (Biotechnology, IT, Bioinformatics etc)? How many such appointments were made during the last three years?

College does not have such additional programme.

2.4.3 What efforts are made by the managements for professional development of the faculty? (eg: research grants, study leave, deputation to National / International conferences / seminars, training programmes, organizing National / international conferences etc)? How many faculty have availed these facilities during the last three years?

As our college is not under 2f, we do not get research grants or study leave. All the teachers of different departments attended the seminars / conferences and training programmes.

2.4.4 Give details on the awards / recognitions received by the faculty during the last five years?

Prof. P.H. Gajbhiye has received “Dr. Babasheb Ambedkar Samajratna Sanman” from Maharashtra Dalit Tarun Sanghatana, Nagpur for his work in the field of Social, Educational and Cultural activities in the year 2004-05.

Prof. A.B. Bhakte has received following awards:

- 1) Award for his M.Phil research in second National Conference of Bhartiya Samajik Vidnyan va Loksahitya Sanstha Parbhani which was published in Shodh Suchi Khand- 1 in the year 2004.
- 2) He has received “Best Anchoring Award” of 56th Vidharbha Sahitya Sammelan in 1, 2 & 3 January 2007.

- 3) He has received “ Best Anchoring Award” of Ashtpailu Ambedkar R.T.M. Nagpur University organized by R.T.M. Nagpur University in the year 2006.
- 4) He has received “Best Orator Awards” of Rshtrasant Tukdoji Maharaj Rashtriya Sammelan, Brahmapuri Dist. Chandrapur in the year 2008.
- 5) He has received “Tahsil Bhushan” award from Mahatma Gandhi Mahavidyalaya, Parshivani.

2.4.5 How often does the institution organize training programmes for the faculty in the use of?

a) Computers

This year we have made a contract for Computer Maintenance and basic computer training, with Geeta Computers Mowad.

b) Internet

This year we have organized a training programme for the use of Internet by Career Guidance Cell and Geeta Computers, Mowad.

c) Audio –Visual Aids

As above

d) Computer-Aided packages

e) Material Development for CAL, multi-media etc.

NIL

2.5 Evaluation Process and Reforms

2.5.1 How are the evaluation methods communicated to the students and other institutional members?

The college prospectus carries the complete information about the methods of evaluation, which is used at different levels. To ensure the proper understanding

of this evaluation methods by the students, all the teacher communicate this to the students at the beginning of the academic year. The evaluation methods are framed by the university and the affiliated colleges ensure that the norms are not deviated.

The students are informed about the regular conduct of examinations, number of papers, duration of each paper, maximums marks, pattern of question and detailed syllabi are also given to the students at the beginning of the academic year. We display academic calendar on notice board for students and the teachers.

2.5.2 How does the institution monitor the progress of the students and communicate it to the students and their parents?

The over all performance of the students is monitored at various points through examination, class – room response, group discussion, participation in cultural and extra curricular activities and sports. At the beginning of the year the performance of the students of preceding year are taken in to account by analyzing the university results. If the performance of the students of a particular class is less, the Principal advises the concerned teacher to take steps to improve the performance of the students and their parents are made aware of this by visiting them individually.

2.5.3 What is the mechanism for redressal of grievances regarding evaluation?

Students fill up the forms of revaluation as per University procedure if they have grievance regarding evaluation.

2.5.4 What are the major evaluation reforms initiated by the institution / affiliating University? How does the institution ensure effective implementation of these reforms?

Earlier students just had to fill up the revaluation form and university reevaluates their papers, but now university has changed the rule. First student have to pay 150 rupees for the Xerox copy of their answer sheet. Then the subject teacher examines the Xerox copy of the answer sheet. If subject teacher finds that answers are not properly checked student will claim by paying another 300 rupees. After that procedure his / her paper is revaluated.

Examination committee looks after the effective implementation of such cases.

2.6 Best Practices in Teaching – Learning Process

2.6.1 Detail any significant innovation in teaching / learning / evaluation introduce by the institution?

Best Practice: 1

1. Objective of the practice:

To minimize dropout rate through personal counseling.

2. Need Addressed and the Context:

Students under go various problems of stress. Statistics reveal increasing number of dropouts. Considering the students-teacher relation in classrooms, it is impossible as time to give personal attention to students in class. one solution therefore is a 'Mentoring' who can form the bond with students in the true sense. Mentoring is required for students to achieve emotional stability and to promote clarity in thinking and decision making for overall progress.

3. The Practice:

The practice is that of creating an efficient mentor-ward system. Each teacher is assigned 10-12 students. They meet at least once a week discuss,

clarity and primarily to share various problems which may be personal, domestic, academic, etc. the teacher is equipped with all the necessary information about his /her wards on a file. The teacher involves local guardians and parents as well necessary.

4. Evidence of success:

Evidence of success of the practice includes better results in the examinations, more regular attendance, increased participation in co-curricular activities, better discipline on campus and respectful relationship between teachers and students.

5. Resources:

This practice requires well-committed teaching staff who have the desire to help students beyond teaching hours.

Best Practice: 2

1. Objective of the practice:

To enable the high achievers to reach excellence and the slow learners to reach the minimum qualifying level.

2. Need Addressed and the Context:

An average Indian classroom has students of mixed ability. The brighter students are often left without challenges to employ their full potential. The poor achievers do not have been the minimum skills to cope with the demands of the course of study. From this context arises the need to level proficiencies and offer appropriate help for holistic development. This need is addressed by the practice.

3. The Practice:

Each teacher identifies high scorers and low scorers. Each staff takes at least 2-3 low achievers as his or her wards under sustained supervision and care to assist them to improve their performance. High scorers are also given help to become equipped to get university ranks. The college Career and Guidance Cell and faculty helps students in their plans for future development and careers.

4. Evidence of success:

The percentage of passes in some departments is 100 % and in other above 70 %.

5. Resources:

Willing teachers and material resources for the preparation of additional instructional materials.

Criterion III: Research, Consultancy and Extension**3.1 Promotion of Research**

- 3.1.1 Is there a Research Committee to facilitate and monitor research activity? If yes, give details on its activities, major decisions taken (during last year) and composition of the Committee.

NIL

- 3.1.2 How does the institution promote faculty participation in research? (providing seed money, research grants, leave, other facilities)

As our college is not under 2f the college cannot provide all these facilities except adjustment in teaching schedule.

- 3.1.3 Does the institutional budget have a provision for research and development? If yes, give details.

NO

- 3.1.4 Does the institution promote participation of student in research activities? If yes, give details.

Yes,

From this year the college give minor research projects to the students under various department of college. Teachers help them in their research. Institute does not provide any financial help to complete their research projects.

- 3.1.5 What are the major facilities developed on the campus?

Our college provides reading room and Internet facility for acquiring basic knowledge related to their research project.

- 3.1.6 Give details of the initiatives taken by the institution for collaborative research (with national / foreign Universities / Research / Scientific organization / Industries / NGOs)

We do not have any collaboration with any institution.

3.2 Research and Publication Output

- 3.2.1 Give details of the research guides and research students of the institution (Number of student registered for Ph.D. and M.Phil, fellowship / scholarship, funding agency, Ph.Ds and M.Phils awarded during the last five year, major achievements, etc.)

Prof. P.H. Gajbhiye has guided five student of M.S.W. degree course for their project work in the year 2005-06 and one in the year 2006-07.

Prof. S.R. Jadhav has guided five students of M.S.W. degree course for their project work in the year 2005-06 and one in the year 2006-07.

Our student Mr. Pramod Lende awarded M. Phil Degree by R.T.M. Nagpur University in the subject of Marathi.

- 3.2.2 Give details of the following:

- a) Departments recognized as research centers

No

- b) Faculty recognized as research guides

No,

But some times on the request of near by colleges' faculty guided some students for their dissertation work.

On the request of Mundafale Social Work College, Narkhed, Prof. P.H. Gajbhiye and Prof. S.R. Jadhav guided M.S.W. students for their project work.

c) Priority areas for research

Local, State and National level.

d) Ongoing Faculty Research Projects (minor and major projects, funding from the government, UGC, DST, CSIR, AICTE, Industry, NGO or International agencies)

Ongoing faculty research projects at Ph.D.level-

Prof. Ms. M. V. Ambadkar English

Prof. Ms. P. B. Kamdi History

Prof. A. B. Bhakte Marathi

Prof. S. R. Jadhav Economics

Prof. P. H. Gajbhiye Sociology

Ongoing faculty research projects at M.Phil level.

Prof. M. V. Ambadkar English

Prof. N. D. Balpande Political Science

Following faculty members have completed their M. Phil degree.

Prof. A. B. Bhakte	Marathi
Prof. S. R. Jadhav	Economics
Prof. S. V. Narnaware	Library & Information science
Prof. Ms. P. B. Kamdi	History

- e) Ongoing Student Research Projects (title, duration, funding agency, total funding received for the project).

NIL

- 3.2.3 What are the major achievements of the research activities of the institution (finding contributed to subject knowledge, to the Industry needs, community development, patents etc.)?

Research activities contributed to subject knowledge community development.

- 3.2.4 Are there research papers published in referred journals by the faculty If yes, give details for the last five years including citation index and impact factor.

NIL

- 3.2.5 Give list of publications of the faculty.

- a. Books

NIL

- b. Articles

Articles written by Prof. A.B. Bhakte:

Article on , “Jansahitya Chalvalichi Sandigdghata” published in the news paper Savner Post Janvad Purvani.

Article on, “Jivanvratiche Abhinandan” published in the Maharashtra leading newspaper in regional language “Lokmat”.

Article on his M.Phil research published in “Shodh Suchi Vol- 1” of “Bhartiya Samajik Vidnyan va Loksahitya Sanshodhan Sanstha Parbhani”.

c. Conference / Seminars Proceedings

NIL

d. Course materials (for Distance Education)

NIL

e. Software packages or other learning materials

NIL

f. Any other (specify)

3.3 Consultancy

3.3.1 List the broad areas of consultancy services provided by the Institution during the last five years (free of cost and / or remunerative). Who are the beneficiaries of such consultancy?

No

3.3.2 How does the institution publicize the expertise available for consultancy services?

No

3.3.3 How does the institution reward the staff for the consultation provided by them?

No

3.3.4 How does the institution utilize the revenue generated through consultancy services?

No

3.4 Extension Activities

3.4.1 How does the institution promote the participation of students and faculty in extension activities? (NSS, NCC, YRC and other NGOs)

Extension activities form the backbone of college. Various extension activities in different areas are taken up through out the year. These activities are carried out through different units of the college like N.S.S., Adult education, Sports. The programme officers of these units along with other faculty member take lead in the extension activities depending on the nature of the activity. Students of different classes involved in these extension activities. Students are given special assignments on these activities and are credited for that by giving incentive marks in the university examination.

Our student Mr. Nilesh Manohar Rakshiye, of T.Y. B.A. (2007-08) was selected by RTM Nagpur University for Maharashtra State N.S.S. battalion for the Republic Day Parade, which was held at Mumbai for the year 2007-08.

Our student Mr. Pranay Darokar of T.Y.B.A. has passed two selection test of all India republic day parade, which is going to take place at Delhi.

3.4.2 What are the outreach programmes organized by the institution? How are they integrated with the academic curricula?

Out reach programmes organized by the institution are cleaning, Notification, beautification of areas, creating awareness about aids, antiplastic, literacy, and eradication of congress herb.

Our adult and continuous education department organizes surveys of near by villages about social status, economic condition, qualification, employment, and health.

We conduct all these programmes as per university norms.

3.4.3 How does the Institution promote college-neighborhood network in which students acquire attitude for service and training, contributive to community development?

The various activities are conducted by the various units such as A.C.E. & N.S.S. of college to promote college-neighborhood network activities like Aids awareness programme, village cleanliness, Population education, National Literacy Mission, and Blood Donation Camp.

3.4.4 What are the initiatives taken by the institution to have a partnership with University / Research institution / Industries / NGOs etc. for extension activities?

The N.S.S. Department of our college has adopted the village Mendhala and Chandani Burdi which is in Narkhed Tahsil dist. Nagpur for two years for University special camp in the year 2004-05 to 2005-06 and 2006-7 to 2007-08.

3.4.5 How has the local community benefited by the institution? (Contribution of the institution through various extension activities, out reach programmes, partnering with NGOs and Gos)

Our N.S.S. department in collaboration with Primary Health Center, Mowad, Indira Gandhi Medical College Blood Bank, Nagpur has organized **“Blood donation camp”** , and **“Disease Diagnosis Camp”**.

Department of Adult and continue education (A.C.E.) organized **“Literacy Rally”** regularly on the occasion of literacy day on 8th of September. In the year 2003 and 2004 at Mowad, 2005 at Porgavhan village.

A.C.E. Department of our college organized a **seminar on “ Importance of Literacy”** in the year 2006 in which, all the teachers and lecturers of schools and colleges of Nagar Parishad, Mowad were participated. Chief officer, Nagar Parishad Mowad, Dr. Vijay Deshmukh was present as a resource person.

Social and Economic survey and street plays on various issues have been organized by A.C.E. on 29th November 2003 at Jamthi village. Dist. Amravati; on 22nd December 2004 at Gangaldoh-Indora tribunal village Dist. Nagpur; on 21 December 2005 at Porgavhan village Dist. Amravati; on 21 December 2006

at Morshi –Khurd village, Dist. Amravati; on 2nd January 2008 at Vedapur village Dist. Amravati.

A.C.E. department organized “**Aids Awareness Rally**” in the year 2nd December 2003; 20th December 2005 at Porgavhan village Dist. Amravati; 8th September 2008 at Mowad.

“**Village Cleaning Programme**” was organized by A.C.E. and N.S.S. on the aegis of Sant Gadge Baba Swachhata Abhiyan of Maharashtra govt. in the year 2004.

Recently, our management Nagar Parishad Mowad in collaboration with Genius Club organized “**Mowad Mahotsav**” in the year 2008 at Mowad. On this occasion retired teachers, merit students, great personalities of Mowad, who have occupied prominent post and position were awarded.

3.4.6 How has the institution involved the community in its extension activities? (Community participation in institutional development, institution –community networking etc.)

A.C.E. and N.S.S. departments organized various programmes at village side in their ten days Special Camp in consultation with Sarpanch and villagers and by taking their contribution in organizing various programmes.

3.4.7 Any awards or recognition received by the faculty / students / Institution for the extension activities?

Prof. P.H. Gajbhiye has received “Dr. Babasaheb Ambedkar Samaj Ratna Award” for his outstanding performance in social, academic, and cultural field in the year 2004-05 from Maharashtra Dalit Tarun Sanghata, Nagpur.

3.5 Collaborations

3.5.1 Give details of the collaborative activities of the institution with the following organization:

- Local bodies / community

Our N.S.S. departments in collaboration with Primary Health Center, Mowad, Indira Gandhi Medical College Blood bank, Nagpur has organized “Blood donation camp”.

Department of Adult and continue education (A.C.E.) organized “Literacy Rally” regularly on the occasion of literacy day on 8th of September. In the year 2003 and 2004 at Mowad, 2005 at Porgavhan village.

Social and economic survey and street play on various topics has organized by A.C.E. on 29th November 2003 at Jamthi village. Dist. Amravati; on 22nd December 2004 at Gangaldoh-Indora tribunal village Dist. Nagpur; on 21 December 2005 at Porgavhan village Dist. Amravati; on 21 December 2006 at Morshi –Khurd village, Dist. Amravati; on 2nd January 2008 at Vedapur village Dist. Amravati.

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Recently, our management Nagar Parishad Mowad in collaboration with Geneus Club, Nagpur organised “Mowad Mahotsav” in the year 2008 at Mowad. On this occasion retired teachers, merit students, great personalities of Mowad, who have occupied prominent post and position were awarded.

- State

Our student Mr. Nilesh Rakshiye of T.Y.B.A. (2007-08) participated in Maharashtra N.S.S. Battalion as a Cadet for Maharashtra Republic Day Parade in the year 2007-08.

- National

Our student Mr. Pranay Darokar has participated in N.S.S. Pre-Republic Day Parade Camp organised by Government of India Ministry of Youth Affairs & Sports National Service Scheme Regional Centre, Ahmedabad in association with Veer Narmad South Gujrat University held at Arts & Commerce College Vyara, Dist. Tapi, Gujarat from 4th to 13th November 2008.

- International

NIL

- Industry

NIL

- Service Sector

NIL

- Administrative agencies

NIL

- Any other (specify)

Marathi Department conduct “Vidharbha Sahitya Sangh Pariksha” every year in association with Vidharbha Sahitya Sangh, Nagpur.

A.C.E. department of our college has organized a seminar on “Importance of Literacy” in the year 2006 in which, all the teachers and lecturers of schools and colleges of Nagar Parishad, Mowad were participated. Chief officer, Nagar Parishad Mowad, Dr. Vijay Deshmukh was present as a resource person.

3.5.2 How has the institution benefited from the collaboration?

- (a) Curriculum development

As the Vidharbha Sahitya Sangh pariksha is on syllabus prescribed by university for UG students, it prepared them for University examination.

- (b) Internship

NIL

- (c) On-the-job-training

NIL

- (d) Faculty exchange and developments

NIL

(e) Research

NIL

(f) Consultancy

NIL

(g) Extension

The extension activities help to improve students personality and overall performance.

(h) Publication

NIL

(i) Student Placement

NIL

3.5.3 Does the institution have any MoU / MoC / mutually beneficial agreements signed with

➤ Other academic institutions

No

➤ Industry

No

➤ Other agencies

No

3.6 Best Practices in Research, Consultancy and Extension

3.6.1 What are the significant innovations / good practices in research, Consultancy and Extension activities of the institution?

Best Practice:

1. Objective of the practice:

To inculcate research culture among under graduate students.

2. Need Addressed and the Context:

Some students want to pursue research work after graduation. Hence there is need to use these provision towards students developments. Students need to be encouraged to take up assignments, which we help them to go beyond the curriculum and prescribe syllabi with the help of the Internet enable facilities. In other words, the need is to optimize students research potential with the use of internet.

3. The Practice:

Departments assign topics for assignments, which are not directly connected with the syllabus. Students select a topic of their interest / choice, and complete assignments using Internet and the books in the library. This serves the duel purpose of meeting course requirement for internal assessment and also to develop an interest in research among students. To facilitate this, arrangement has been made in the college to provide the Internet facility to all students.

4. Evidence of success:

Students are very enthusiastic about it; and utilized the internet, library books and journals and other facilities for completing assignments.

5. Resources:

The college has a computer and Internet facility library books and journals.

Criterion IV: Infrastructure and Learning Resources

4.1.1 What are the infrastructure facilities available for

(a) Academic activities?

Nagar Parishad College situated at Mowad. The main Building of college consists of the ground floors where the graduate courses of Arts are held.

Ground Floor:

Four class rooms, one the staff room, Non-teaching staff office, The Principal Cabin, Physical Education room, Computer room, Library and reading room, Girls common room. The staff room is attached with two toilet blocks for ladies and gents staff. There are another two toilets blocks for boys and girls students.

(b) Co-curricular activities and sports?

College has a Library and reading room facility. The sports room is situated at ground floor. College does not have an auditorium so we make use of room no. 3 to organize various co-curricular activities.

(c) Extra-curricular activities and sports?

College has play ground and gymnasium where various extra-curricular activities and sports are organized.

Facility in the Sport Department:

Sr.No	Name of Items	Old	New Pur.	Usable	Rep.	Scrap	Total
1. Athletics	Shot put	1	2	3	-	-	03
	M. Tape	-	1	1	-	-	01
	Discuss	-	2	2	-	-	02
	Stopwatch	-	01	01	-	-	01
	SP Porter	10	-	10	-	-	10
2. Badminton	Racket	15	-	15	-	-	15
	Net	-	01	01	-	-	01
	S.Cock	2 box	-	2 box	-	-	2 box
	Pole	-	1 pair	1 pair	-	-	1 pair
3. Carom	Board	03	-	03	-	-	03
	Coins	6 set	-	6 set	-	-	6 set
	Striker	07	-	07	-	-	07
4. Chess	Board	06	-	06	-	-	06
	Chessmen	9 set	-	9set	-	-	9 set
5. Cricket	Bat	06	-	06	-	-	06
	Ball	06	-	06	-	-	06
	Bell	08	-	08	-	-	08
	B. Pad	2 pair	-	2 pair	-	-	2 pair
	W. Pad	2 pair	-	2 pair	-	-	2 pair
	Helmet	02	-	02	-	-	02
	Stump	17	-	17	-	-	17
6. Football	Ball	-	01	01	-	-	01
7. Kabaddi	Knee Cap	16	-	16	-	-	16
	Anklet	09	-	09	-	-	09
8. Volleyball	Ball	-	03	03	-	-	03
	Net	01	01	02	-	-	02
	Poll	-	1 pair	1pair	-	-	1 pair
9. Skipping	Rope	-	04	04	-	-	04
10. Weight Lifting	Belt	01	01	02	-	-	02
	Costume	02	-	02	-	-	02
11. Weight Machine	Machine	-	01	01	-	-	01
12. Single Bar	Single Bar	-	01	01	-	-	01

- 4.1.2 Enclose the Master Plan of the college campus indicating the existing physical infrastructure and the projected future expansion.

Copy of the Master plan is attached.

Appendix (Page no. 188)

- 4.1.3 Has the institution augmented the infrastructure to keep pace with its academic growth? If yes, specify the facilities and the amount spent during the last five years.

Yes

Garden has been developed and the amount spent is Rs. 25420/-. Books have been purchased and the amount spent for five year is Rs.81252/-

- 4.1.4 Does the institution provide facilities like common room; separate rest rooms for women students and staff?

Yes,

Building has a common room for girls and separate room for staff, which is attached with two toilet blocks.

- 4.1.5 How does the institution plan and ensure that the available infrastructure is optimally utilized?

The college ensures optimum utilization of its library by providing the maximum number of working hours to the student and faculty. The college ground is used for Sports activities. The college building is also utilized for social programmes such as marriages, and for conducting various examinations.

The students are made to participated in intra and inter collegiate / university sport events so that the sport facilities are availed by the students.

4.1.6 How does the institution ensure that the infrastructure facilities meet the requirement of the differently – abled students?

4.2 Maintenance of Infrastructure

4.2.1 What is the budget allocation for the maintenance of (last year's data)

a. Land?

Budget provided Rs. 5000/-

Amount actually spent Rs. 4215/-

b. Building?

c. Furniture?

Budget provided Rs. 6000/-

Amount actually spent Rs. 5430/-

d. Equipment?

e. Computers?

f. Vehicles?

4.2.2 How does the institution ensure optimal utilization of budget allocated for various activities?

In the beginning of the year we make a provision in budget for various activities, which we organize through out the year. Different committees take care of the optimal utilization of budget.

4.2.3 Does the institution appoint staff for maintenance and repair? If not, how are the infrastructure facilities, services and equipment maintained?

No,

Institution takes care of maintenance and repairing of the infrastructure whenever the need arises from the college fund like tuition fees, library and sports due etc which is inadequate.

Activity under taken on continue basis are

- Plumbing, Electric fitting, Electrical repairs and replacements
- Cleaning up of water tanks
- Repairs of furniture
- Ground cleaning.

Cleaning work is done by N.S.S. students and peons.

4.3 Library as a Learning Resource

4.3.1 Does the library have a Library advisory committee? What are its major responsibilities?

Yes

The committee consists of the Principal & staff members. The major responsibilities are undertaken:

- Allocation of budget to different departments
- Selection of books by H.O.D's.
- Appropriate spending.

4.3.2 How does the library ensure access, use and security of materials?

Books are issued on library card (borrower ticket). Journals, Newspapers, Paper sets etc. are issued to read only in library on I-cards. The books are kept on bookcase / shelves Student have to make oral demand for the required books. Books are issued on first come first served basis. Damages to the books are claimed by fines. Lost books have to be replaced or cost of the books should be given.

4.3.3 What are the various support facilities available in the library? (Computers, Internet, bandwidth, reprographic facilities etc.)

The various support facilities available in the library are as follows

- a) Information display and notification Board
- b) Computers with Laser Printer
- c) E-resource (Cds)
- d) Internet

4.3.4 How does the library ensure purchase and use of current titles, important journals and other reading materials? Specify the amount spent on new books and journals during the last five years.

Every year we purchase textbooks, reference books and other general books, and Journals. Since last year we have been subscribing more journals.

In the year 2003-04 the amount spent on books is 26032.00

In the year 2004-05, the amount spent on books is 25222.00

In the year 2005-06 – Nil.

In the year 2006-07, the amount spent on books is 20425.00 and on journal 635.00.

In the year 2007-08 the amount spent on books is 6748.00 and on journal 2195.00

4.3.5 Give details on the access of the on –line and Internet services in the library to the students and the faculty? (hours, frequency of use, subscription, licensed software etc.)

Our library is not automated. We do not give any on-line services like OPAC etc to students and faculty. Our college has separate computer room where Internet facility is provided.

4.3.6 Are the library services computerized? If yes, to what extent?

No

4.3.7 Does the institution make use of INFLIBNET / DELNET / IUC facilities? If yes, give details.

No

4.3.8 What initiatives are taken by the library staff to enrich the faculty and students with its latest acquisitions?

The list of latest acquisitions is displayed on board. The new arrivals are kept in a stand before processing. The list of latest acquisition is made available in the library for faculty member and students.

4.3.9 Does the library have interlibrary borrowing facility? If yes, give details of the facility.

No

4.3.10 What are the special facilities offered by the library to the visually-and – physically challenged persons?

Our Library has no borrower with visually and physically challenged, if such person is enrolled in the college our library staff will help such visually and physically challenged persons for seating arrangement and will give moral support to them for coming and exit from the library.

They will also help them for searching and accessing the information regarding their subject.

4.3.11 List infrastructure development of the library over the last two years.

Books are added.

4.3.12 What other information services are provided by the library to its users?

The following information services are provided by the library.

- Reference Service
- Clipping service.
- User orientation / information literacy.

4.4 ICT as Learning Resources

4.4.1 Does the Institution have up-to-date computer facility? If yes, give details on the available hardware and software (Number of computers, computer-student ratio, stand alone facility, LAN facility, configuration, licenced software etc.)

Yes,

Number of computers: 08

Computer student ratio: 08:201

Stand-alone facility:

LAN facility: Six computers in the institute are connected with LAN

Configuration:

Licensed Software: Two Computers have Window Vista Business licensed software.

Details of Hardware & Software

OFFICE:**Server – 1**

Hardware: Pentium (R) Dual CPU E 2180 2 GHz, Intel 945 Mother board, 1 GB DDR-2 Ram, 160 Sathu Seagate Hard Disk, Samsung DVD writer, LAN card, Mini tower cabinet, 17” HP Colour Monitor, 3 Button HP mouse, 101 HP Keyboard.

Software: Microsoft Windows Vista Business Service pack- 1, Microsoft Office 2003, Nero.

BSNL Dialup Internet connection (WLL Phone)

Nodes: 2

Hardware: 1 node Pentium (R) Dual CPU E 2180 2 GHz, Intel 945 Mother board, 1 GB DDR-2 Ram, 160 GB Sathu Seagate Hard Disk, Samsung DVD writer, LAN card, Mini tower cabinet, 17” HP Colour Monitor, 3 Button HP mouse, 101 HP Keyboard.

Software: Microsoft Windows Vista Business Service pack- 1, Microsoft Office 2003, Nero.

Printer: HP DeskJet D 1460

Hardware: 1 node AMD Athlon 1.79 GHz, Intel 945 Mother Board, 512 MB DDR-1 Ram, 80 GB Seagate Hard Disk, LG CD Writer, LAN Card on Board, ATX Cabinet, 17” Wipro Colour Monitor, 3 Button HP Mouse, 101 Keys HP Key Board.

Printer: HP LaserJet P 1505

Software: Microsoft Windows XP Service Pack-2, MS-Office 2003, Nero, and Acrobat Reader 5.0.

LIBRARY: Nodes 1

Hardware: 1 node Celeron (R) CPU 2.40 GHz, Intel 845 Chipset Mother Board, 128 DDR Ram, 40 GB Seagate Hard Disk, Sony CD Rom, Dax LAN

Card, Mini Tower Cabinet, 14" HP Colour Monitor, 3 Button HP Mouse, 101 Keys HP Key Board.

Software: Microsoft Windows XP Service pack-1, MS-Office 2003.

Printer: HP Laser Jet 1020 PLUS

CENTRAL COMPUTER FACILITY: Nodes 2

Hardware: 1 node Celeron (R) CPU 2.40 GHz, Intel 845 Chipset Mother Board, 128 DDR Ram, 40 GB Seagate Hard Disk, Sony CD Rom, Dax LAN Card, Mini Tower Cabinet, 14" HP Colour Monitor, 3 Button HP Mouse, 101 Keys HP Key Board.

Software: Microsoft Windows XP Service pack-1, MS-Office 2003.

Hardware: 1 node Celeron (R) CPU 2.40 GHz, Intel 845 Chipset Mother Board, 128 DDR Ram, 40 GB Seagate Hard Disk, Sony CD Rom, Dax LAN Card, Mini Tower Cabinet, 14" HP Colour Monitor, 3 Button HP Mouse, 101 Keys HP Key Board.

Software: Microsoft Windows XP Service pack-1, MS-Office 2003.

4.4.2 Is there a central computing facility? If yes, how is it utilized for staff to students?

Yes,

Computer facility provided in computer room, in which the staff and students are use, Internet facility.

4.4.3 How are the faculty facilitated to prepare computer-aided teaching / learning materials? What are the facilities available in the college for such efforts/

The faculty of our college used computer facility for preparation of computer-aided teaching / learning materials if any. Our non-teaching staff helps them to

prepare it. We have annual computer maintenance and training contract with Geeta Computers Mowad. They also help them in above mention purpose.

4.4.4 Does the institution have a website? How frequently is it updated? Give details.

No

4.4.5 How often does the institution plan and upgrade its computer systems? What is the provision made in the annual budget for update, deployment and maintenance of the computers in the institution?

We have Annual Computer Maintenance and Training Contract with Geeta Computers Mowad. The contract is done on approximately 5000/-rupees annually .for all computer annually; currently with Geeta Computers Mowad .

4.4.6 How are the computers and their accessories maintained? (AMC etc.)

We have maintenance contract with Geeta computers in which all the computers and their accessories are maintained.

4.5 Other Facilities

4.5.1 Give details of the following facilities:

a) Capacity of the hostels (to be given separately for boys and girls)

NIL

b) Occupancy

NIL

- c) Rooms in the hostel (to be given separately for boys and girls)

NIL

- d) Recreational facilities

Cultural activities.

- e) Sports and Games (Indoor and Outdoor) facilities

Indoor games:

Chess, Carom, Gymnasium,

Outdoor games:

Volleyball, Badminton, Kabbadi, Kho- Kho Cricket.

- f) Health and Hygiene (Health Care Center, Ambulance, Nurse, Qualified Doctor) (full time / part time etc.)

No,

We have a water purifier. We have first-aid facilities in the sport room. In case of casualties all the required facilities right from first-aid to hospitalization is made available. The Primary Health Center is near about half kilometer from our institution.

4.5.2 How does the institution ensure participation of women in intra-and inter-institutional sports competitions and cultural activities?

Girls student participated in various game competitions such as Badminton, Chess, shot-put weight lifting etc. Girls take part in different sports & cultural

activities at college level such as Rangoli, Flower exhibition, Dance, Debates, Eloquence etc.

- 4.5.3 Give details of the common facilities available with the institution (Staff room, day care center, common room for students, rest rooms, health center, vehicle parking, guest house, Canteen, telephone, internet café, transport, drinking water etc.)

We have common staff room for gents and ladies with center seating table and separate lockers for each staff member.

We have common room for girl students. As our building has limited rooms hence we cannot provide rest room. As P.H.C. is just half kilometer away from our college, health center is not needed.

We give separate vehicle parking space for student and staff. We also provide water facility, Internet facility.

4.6 Best practices in Infrastructure and Learning Resources

- 4.6.1 What innovation / best practices in 'Infrastructure and Learning Resources' are in vogue or adopted / adapted by the institution?

Best Practice: 1

1. Objective of the practice:

To make students aware of the available library resources and services.

2. Need Addressed and the Context:

Students are fast loosing their habits of visiting library to read: even if they do , their reading is confined to prescribed text. They hardly look

around to peruse other books in their college library. The need is to introduce the habits of visiting the library more frequently to look at books of various types and to utilize the services available.

3. The Practice:

The practice involves the organization of book exhibition. In order to promote focused reading the exhibition are organized. On chosen themes. Most of the books of the library are the exhibits. Quiz is organized to promote reading widely and in depth.

4. Evidence of success:

The large numbers of students visit the exhibition many participate in the quiz. Also books transaction records show that the reading habit of students is on the increase.

5. Resources:

Books in the library and co-operation of the library staff.

Criterion V: Student Support and Progression**5.1 Student Progression**

5.1.1 Give the socio-economic profile (General, SC / ST, OBC etc.,) of the students of the last two batches.

	2006-07				2007-08			
	M	F	Scholr-ship	EBC	M	F	Schol ar-ship	EBC
SC	6	11	15	1	9	10	17	1
ST	5	5	5	5	5	5	6	2
OBC	64	97	132	5	50	70	99	7
SBC	11	10	21		10	11	21	2
NT	7	4	10		9	3	10	
OPEN	7	12	-	12	10	9	-	19
Total	100	139	183	23	93	108	153	32

5.1.2 What are the effort made by the institution to minimize the dropout rate and facilities the students to complete the course?

We provide special coaching to minimize the dropout rate. We also provide financial aids to some students who are financially backward. We pursue them to continue their study.

5.1.3 On an average, what percentage of the students progress to further studies and for employment? Give details for the last two years. (UG to PG to Ph.D. and / or to employment).

Above 50%

As the B.A. degree is not professional or technical degree, our student after graduation goes for post graduation course like M.A., M.S.W. and professional courses like B.Ed., B.P.Ed, B. Lib & I. Sc. , L.L.B. etc.

Some students appear for various competitive exams like M.P.S.C. U.P.S.C., Railway, Bank, S.S.C. etc.

Some students go for self-employment. As we do not keep any official record of the student after they leave college. The college is unable to tail the exact percentage of the students progression to employment and further study.

- 5.1.4 How does the institution facilitate the placement of its outgoing students? What proportion of the graduating students have been employed? (average of last five years)

In spite of not having the placement cell and Placement Officer, we have a carrier guidance cell which takes care of academic counseling and placement counseling whenever the college received any information about employment recruitment students are immediately informed about the same through notice board.

- 5.1.5 How does the institution facilitate and support students for appearing and qualifying in various competitive examinations? Give details on the number of students coached, appeared and qualified in various competitive examinations (Average of last five years) (UGC-CSIR_NET, SLET, GATE, CAT GRE TOEFEL, GMAT, Civil Services – IAS, IPS, IFS, Central / State services etc.)

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

Our student Mr. Khushal Kathane qualifies examination of Union Bank of India in the year 2008 and be appointed.

5.1.6 Give a comparative analysis of the institutional academic performance with reference to other colleges of the affiliating University and the university average. (Pass percentage, Distinction, Gold medals and University ranks, Marks obtained in relation to university average etc. Last five-year data).

Pass percentage:

In the year 2003-04 pass percentage is 60 % in the year 2004-05 pass percentage is 54 %, in the year 2005-06 pass percentage is 47 %, in the year 2006-07 pass percentage is 75.55 %, in the year 2007-08 pass percentage is 78 % respectively.

In comparison to other colleges of local area the passing percentage of our college is satisfactory.

Distinction: NIL

Gold medal: NIL

University rank: NIL

5.2 Student Support

5.2.1 Does the institution publish its updated prospectus, Handbook and other student information material annually? If yes, what is the information disseminated to students through these publication?

The institution publishes its updated prospectus through it we provide the following information to the students.

- a) Admission process
- b) Courses
- c) Subject option
- d) Discipline
- e) Rules and regulation

- f) Various departments
- g) Scholarship
- h) Examination and evaluation.

5.2.2 Does the institution provide financial aid to students? If yes, specify the type and number of scholarships / freeships given to the students during the last academic year by the institution (other than those provided by the social welfare departments of the State or Central Governments).

Yes,

The students of the college can avail the financial aids from the central and state government.

The institution does not provide any financial aids to students other than mentioned above.

5.2.3 Give details of the schemes for students welfare? (insurance, subsidized canteen facilities, special diets, student counseling support, “earn while you learn” scheme etc.)

From this year we form a Counseling Committee, which takes care of personal domestic academic problems of the students.

5.2.4 What types of support services are available to overseas students?

Not applicable.

5.2.5 Give details of the placements and counseling services for the students?

We do not have any placement Service in the college. As the B.A. course is a mid-way course.

In spite of not having the placement cell, we have Counseling Cell, which takes care of academic counseling. We have a carrier guidance cell (established in year 2008), which takes care of placement counseling. Whenever the college receives

any information about employment requirement students are immediately informed about the same through notice board.

- 5.2.6 How does the institution encourage and develop entrepreneurial skills among the students?

In the academic year 2004 students went on industrial visit to Khandelwal Oil Mills Narkhed, Shubham Finger Factory under the Economics study circle.

- 5.2.7 Does the faculty participate in academic and personal counseling? If yes, give details on services provided during the last academic year?

Yes,

From this year we have counseling committee. All faculty members in general participate in academic counseling for student regarding to choose their carrier and personal problems.

- 5.2.8 Is there a separate guiding and counseling center for women students? If yes, enumerate the activities of the center.

No,

We do not have such counseling center for women if necessary we guide them in general.

- 5.2.9 Is there a Cell / Committee constituted for prevention / action against sexual harassment of women students? If yes, details its constitution and enumerate its activities (issues addressed during the last two years)

Yes,

We have a Committee constituted for prevention / action against sexual harassment of woman students. As per the R.T.M. Nagpur University ordinance no.4 of 2007 the committee will consist of the following

- 1) Three representatives from teaching staff nominated by the Principal.

- 2) Two representative from the non-teaching staff (which will include the office, library staff nominated by the Principal)
- 3) President & Secretary of the college student council – ex officio.
- 4) A non-teaching employee of the college student council not below the rank of upper division clerk –member secretary nominated by the Principal.

Provided that minimum 2/3rd members of the committee shall be woman. The Principal shall be the Ex-officio Chairman and Coordinator of the committee.

The committee will seek full statement from both the parties and a copy of statement will be made available to both the complainant. Investigation will be done as per the provision of natural justice. In addition the committee will take due steps to ensure the confidentiality of the complainant, if the complaint is so desires.

5.2.10 Does the institution have a grievance redressal cell? If yes, what are its functions? Details the major grievances during the last two years.

Yes,

The institution has a Grievance Redressal Cell formed in the year 2007-08. We address and redress the grievances of students for eg. We have a suggestion box kept in front of the staff room. The students are free to give their suggestion. These are periodically seen and necessary action is taken.

The function of the committee is to examine the various oral grievances or suggestion received through the suggestion box and whenever they are found to be valid, immediate corrective action is taken in consultation with the management of the college.

The objective of the Grievance Redressal Cell is to ensure that there is no room for complaint or dissatisfaction for any one.

5.2.11 Is there a provision for acquiring computer skills / literary for all students, in the curriculum? If yes, give details on how it is imparted, and level of proficiency.

Yes,

We have a computer maintenance and training contract with Geeta Computers.

In which the basic computer skill is provided to the students.

5.2.12 What value-added course are introduced by the institution to develop life skills; career training; community orientation; good citizenship and personality development of students?

No,

We do not have any formal value aided courses but while teaching in the class we guide the students about all these. All the teaching staff with their good academic background and talents of teaching try to inculcate all these qualities through their lectures. Our approach towards students has been not only examination oriented, but also knowledge oriented while dealing with the subjects.

5.2.13 How does the institution ensure safety and security of the students, faculty and the institutional assets?

Our staff members individually take care of our students. The police station is just half kilometer away from our college if some problems occur about security we call Police Station immediately. The work of institutional assets is assigned to peons.

5.3 Student Activities

5.3.1 Does the institution have an Alumni Association? If yes,

Yes

i. List its current Office bearers

We form Alumni Association from 2008-09.

Prof. P. H. Gajbhiye - Secretary

Prof. N.D. Balpande - Vice -Secretary

Ms. Minakshi S. Khajone - Member

Mr. Ritesh Korde - Member

Mr. Lokesh Bhajikhaye - Member

ii List the activities during the last two years.

Previously we had only informal contact with former students. This year the college has formed an “Alumni association” in its first formal meetings the executive committee of the association was formed. In future the alumni association plans to have two meeting every year along with a few different activities.

iii. Give details of the top ten alumni occupying prominent positions.

1) Mr. Khushal Shantaram Kathane - Clerk in Union Bank

2) Mr. Anil K. Devghare - Service in CRPF

3) Mr. Mr. Rupesh R. Duhijod - Service in CRPF

4) Mr. Bhushan A. Kalambe - Service in CRPF

5) Mr. Manish H. Gaidhane - Advocate

6) Mr. Mahendra Kathane - Teacher

7) Ms. Sangeeta Bankar - Teacher

8) Ms. Geetanjali S. Belsare - Teacher

9) Mr. Rajesh G. Darokar - Teacher

10) Ms. Surekha J. Sarode - Service in State Transport

- iv. Give details of the contribution of the alumni to the growth and development of the institution.

We have formed the alumni association in the year 2008-09. We have taken the feedbacks from alumni and we shall try to implement their suggestions, which will prove helpful to the growth and development of the institution.

- 5.3.2 How does the institution encourage its students to participate in extra-curricular activities including sports and game? Give details on achievements of students during the last two years. (Institutional level / inter –collegiate / Inter – University / Inter-State / National / International)

The college conducted various institutional levels sport such as Badminton, Chess, Volleyball, weight lifting and athletic, as well as inter – collegiate level sports and game.

Recently our college organized University level Weight lifting, Power lifting and Best Physique tournament on dated 19 to 21 January 2009. in which following students are winner from R.T.M. Nagpur University.

In Weight Lifting:

- Mr. Yousuf Sheikh holds First position in 62 kg category.
- Mr. Rupesh Khode holds First position in 94 Kg category.
- Mr. Pramod Banait has secured Second position in 56 Kg category.

In Power Lifting:

- Mr. Amit Mahajan holds Second position in 82.5 Kg category.

In Best Physique:

- Mr. Amit Mahajan has secured First position in 85 Kg category.

Recently Physical Education & Sport department organized two days Yoga & Pranayam Camp on 1st to 2nd January 2009.

Physical Education and Sport department organized a lecture on the Birth anniversary of Major Dhyanchand on dated 29 August 2008.

We organized various cultural programmes such as quiz competition, dance competition, Antakshari & Singing competition etc. on intra collegiate level.

We give them certificate of participation as well as prize in the form cash money and mementoes.

List of Institutional Level Cultural activities:

- 1) 12 students participated in “Swaranjali” singing programme in the year 2006-07.
- 2) 10 students each participated in Rangoli, Flower Exhibition, and Food Competition in the year 2006-07.

Sports: our students participated various sports and games at collegiate / University level.

University Level:

- 1) 12 students participated in Kabaddi Tournament held at Dhanwate National College, Nagpur in the year 2006-07.
- 2) 4 students participated in Chess competition held at V.N.Govt.Institute of Arts & social science, Nagpur in the year 2006-07
- 3) 2 students participated in Weight lifting Competition held at Subhedar Hall, R.T.M. Nagpur University Nagpur in the year 2006-07
- 4) 12 students participated in Volleyball, which was held at G.S. College Wardha in the year 2007-08.
- 5) 2 students participated in Weightlifting Competition held at Nasikrao Tirpude College of Physical Education, Nagpur.

Institute Level:

- 1) Mr. Raju Bargat holds First position and Mr. Lakhan Badghare has secured Second position in Badminton competition in 2007-08.
- 2) Mr. Devanand Kalbande holds First position in Shot put in 2007-08.
- 3) Ms. Vijaya Mahulkar holds First position in Weight in 2007-08.

5.3.3 How does the institution involve and encourage students to publish materials like catalogues, wall magazines, college magazines, and other material? List the major publications / materials brought out by the students during the previous academic session.

Since last two years students published wall magazines in regional language. We collect poems, articles, jokes, illustrations etc from students for our college magazine.

“Subodh” is our wall magazine.

“Darpan” is our college magazine.

5.3.4 Does the institution have a Student Council or any similar body? Give details on its constitution, major activities and funding.

Yes,

Student Council is consisted of 8 members. Three members are selected on the basis of higher percentage from each year. Rests of the five are from elected from the students. Out of these 8 members, there is a election for college General Secretary.

Member of Student Council:

- 1) One member from B.A. F.Y.
- 2) One member from B.A. S.Y.
- 3) One member from B.A.T.Y.

- 4) One member from N.S.S. Dept.
- 5) One member from Cultural Dept.
- 6) One member from Adult & Continue Education.Dept.
- 7) One member from Sports Dept., and
- 8) One member from Ladies representative.

They organized different programmes such as cultural activities, college tour, and social activities. They collect relief fund for Tsunami affected people.

We have not yet given any funding.

5.3.5 Give details of the various academic and administrative bodies and their activities (academic and administrative), which have student representation on them.

a) Grievance redressal cell for student

- | | |
|------------------------|-----------------------------|
| 1) Dr. K.R. Zilpe | Convener |
| 2) Prof. N.D. Balpande | Member |
| 3) Prof. P.H.Gajbhiye | Member |
| 4) Prof. P.B. Kamdi | Member |
| 5) Prof. S.R. Jadhav | Member |
| 6) Mr. L. D. Badghare | Student Member (B.A. T.Y.) |

The institution has formed a Grievance Redressal Cell in the year 2007-08. We address and redress the grievances of students for ex. We have a suggestion box kept in front of the staff room. The students are free to give their suggestion. These are periodically seen and necessary action is taken.

The function of the committee is to examine the various oral grievances or suggestion received through the suggestion box and whenever they are

found to be valid, immediate corrective action is taken in consultation with the management of the college.

The objective of the Grievance Redressal Cell is to ensure that there is no room for complaint or dissatisfaction of any one.

b) Cultural Committee

- | | |
|-------------------------|----------------------------|
| 1) Prof. N.D. Balpande | Convener |
| 2) Prof. S.R. Jadhav | Member |
| 3) Prof. M. V. Ambadkar | Member |
| 4) Mr. Chetan Sorte | Student Member (B.A. S.Y.) |

In The beginning of the year cultural committee holds a meeting in which we prepare an academic calendar of different cultural activities, which will being carried out through out the year.

c) Committee for Sexual Harassment:

The committee will seek full statement from both the parties and a copy of statement will be made available to both the complainant. Investigation will be done as per the provision of natural justice. In addition the committee will take due steps to ensure the confidentiality of the complainant, if the complaint is so desires.

5.3.6 Does the institution have a mechanism to seek and use data and feedback from its graduates and from employers, to improve the growth and development of the institution?

Yes.

5.4 Best Practices in Student Support and Progression

5.4.1 Give details of the institutional best practices towards Student Support and Progression?

Best Practice:

1. Objective of the practice:

To improve student instruction and services through students feedback.

2. Need Addressed and the Context:

Students, the prime stakeholders, have their own setup priorities and needs. Insensitivity to them may render the educational effort of the institution partially in effective. An assessment of their perceptions is necessary for imaginative planning and effective performance. Hence the need to obtain their feedback.

3. The Practice:

Feedback forms are given to the students, which are in both Marathi and English. The Principal and Three lectures from staff take the decision on the basis of the report.

4. Evidence of success:

We have added some other teaching methods such as story telling, group discussion etc. Organization of lecture from different topics.

5. Resources:

Students, the staff, and the feedback form .

Criterion VI: Governance and Leadership

6.1 Institutional vision and Leadership

6.1.1 State the vision and mission statement of the institution and give details on how the institution

- a) Ensure that the vision and mission of the institution is in tune with the objectives of Higher Education policies of the Nation?

Vision of the college is:

To provide academic services to especially financially backward and girls student of local community and near by 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.

- b) Translate its vision statement in to its activities?

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

6.1.2 Enumerate the Management's commitment, leadership-role and involvement for effective and efficient transaction of the teaching-learning process.

At the top most level we have a Nagar Parishad management committee consisting of President, Vice-President, and other members of standing committee. The representative of the management meet every month to take stock of the things of that month in addition to this, they are available at any point of time whenever any urgent policy decision required to be taken. Infact the members of the managements are the real guiding forces for the smooth functioning of the college regarding teaching and learning.

6.1.3 How does the management and the Head of the institution ensure that responsibilities are defined and communicated to the staff of the institution?

All the departmental heads and faculty members of our college hold regular meetings with management and head of the institution. In this meeting streamline distribution of workload, preparation of teaching plan, distribution of assessment of answer books, enhancing the efficacy of the class room teaching etc. are discussed.

6.1.4 How does the Management / Head of the institution ensure that adequate information (from feedback and personal contact etc.) is available for the management, to review the activities of the institution?

Local management committee meets twice a year in which we provide the responses of the students in the form of feedback, head of the institution meet personally now and then to provide general and academic information and activities of the institution.

6.1.5 How does the management encourage and support involvement of the staff for improvement of the effectiveness and efficiency of the institutional process?

The teaching and non-teaching staff representatives are elected to LMC in a democratic process, they put forth the problems of the staff to the committee and the decisions and policies of the committee are made in a democratic way.

6.1.6 Describe the leadership role of the Head of the institution, in governance and management of the institution.

Head of the institution is the chairman of various committees at the college level. Every month we hold meeting along with non-teaching staff in which the head of the institution give guidance regarding academic and in general.

6.2 Organizational Arrangements

6.2.1 Give the organizational structure and details of the academic and administrative bodies of the institution. Give details of the meetings held and the decisions taken by these bodies, regarding finance, infrastructure, faculty recruitment, performance evaluation of teaching and non-teaching staff, research and extension activities, linkage and examination held during the last two years.

Following is the list of administrative committee members of the Nagar Parishad
Mowad. (Muncipal Council, Mowad)

1. Mr. Punjabrao Malode : President
2. Mr. Vijayrao Bilgaye : Vice-President
3. Mr. Vinayrao S. Vaidya : Chairperson, Education.
4. Mrs. Arunatai D. Kumbharkar : Chairperson, Public work.
5. Mrs. Kusumtai V. Lunge : Chairperson, Woman&Children Welfare
6. Mr. Santosh S. Warule : Chief Officer. N.P.Mowad
7. Mr. Firoz Shafi Diwan : Member
8. Mrs. Sunitabai R. Borkar : Member
9. Mrs. Kalpanatai C. Dhanurkar : Member
10. Mr. Tinkeshwar A. Kalambe : Member
11. Mr. Pramod V. Bagade : Member
12. Mr. Motiram K. Gajabe : Member
13. Mrs. Sushilabai U. Guhe : Member
14. Mr. Keshavrao S. Kolhe : Member
15. Mr. Sushilabai S. Kadu : Member
16. Mr. Ramnareshji G. Gupta : Member
17. Mr. Harish R. Dhore : Member
18. Mr. Prabhakar R. Walulkar : Member
19. Mr. Keshavrao R. Bhode : Member
20. Mr. Baburaoji Darokar : Member
21. Mr. Suresh R. Khasare : Member

Following is the list of Local Managing Committee:

- Mr. Punjab Malode : Chairman
(President Nagar Parishad, Mowad)
- Mr Vijayrao Bilgaye : Vice-Chairman
(Vice-President Nagar Parishad, Mowad)
- Dr. Kishor R. Zilpe : Ex-officio and Principal
- Mr. Santosh S. Warule : Member
(Chief Officer, N. P. Mowad)
- Mr. Vinayrao S. Vaidya : Member
(Chairperson, Education deptt. N. P. Mowad)

Mrs. Arunatai D. Kumbharkar (Chairperson, Construction deptt. N. P. Mowad)	: Member
Mrs. Kusumtai V. Lunge (Head, Woman & Children welfare, N. P. Mowad)	: Member
Prof. N.D. Balpande	: Teacher representative
Prof. A.B. Bhakte	: Teacher representative
Prof. Ms. M. V. Ambadkar	: Teacher representative
Mr. P. T. Wadbuddhe	: Non-teaching representative

LMC meets twice a year in each term. The basic objective of these committees is democratic. The administration of the institution, its representative and balance setup ensures vigilant and democratic administrative procedure and objectives to be incorporated in the academic policies of the institution.

On 21st August 2006 held a manage meeting, in which the issues such as electric fitting, computer purchasing, development of play ground, recruitment of the post, Designing of prospectus are discuss. Ordinance regarding the above mentioned subjects have been passed by the management.

On 9th January 2008 held a LMC meeting, in which the Principal has been appointed as a Ex-Officio of the institution. Some subjects are discussed such as fan fitting, water arrangement, furniture purchasing, library equipments, and the recruitment of the two non-teaching posts.

Academic Committees:

1. Admission Committee:

Prof. N.D. Balpande	: Convenor
Prof. S.R. Jadhav	: Member
Prof. M.V. Ambadkar	: Member
Prof. A.B. Bhakte	: Member
Prof. Ms. P.B. Kamdi	: Member

2. Discipline Committee:

Prof. V.T. Ninave : Convenor

Prof. N.D. Balpande : Member

Prof. P. H. Gajbhiye : Member

3. Examination Committee:

Prof. S.R. Jadhav : Convenor

Prof. Ms. P.B. Kamdi : Member

Prof. V.T. Ninave : Member

6.2.2 To what extent is the administration decentralized? How does the institution collaborate with different section / departments and personnel of the institution to improve the quality of its educational provisions?

We have different committees such as Admission Committee, Examination Committee, and Discipline Committee etc. The examination committee is headed by chairperson which frequently meets to prepare the schedule of the examination, preparing the supervising charge, paper setting, holding of the examination, assessment of the answer books, result compilations, declaration of results and distribution of marks sheets on time. In the beginning of the session the admission committee of our college which meets to discussed about the admission strategy. The Head of the institution holds meetings of all departments twice a year in which major issues are discussed regarding admission, examination, discipline, quality enhancement, finance etc.

For instance, if drop out rate is high some remedial measures are suggested.

6.2.3 Does the institution have effective internal co-ordination and monitoring mechanism? If yes, specify.

Yes,

Our college has a very effective and efficient co-ordinative and monitoring mechanism at the top most level we have Nagar Parishad Management consisting of President, Vice-President, Chairperson of different department, Chief Officer and Members.

At the academic level Principal and head of the departments of the college co-ordinate to achieve higher efficiency, accountability and quality for non-academic purposes. The Principal, Head clerk, Librarian co-ordinate to provide the best infrastructural facility and its maximum use for qualitative higher education.

In addition to this our college has a duly constituted Local Managing Committee for the efficient internal co-ordination and monitoring of the academic and administrative aspects of the college.

The teaching and non-teaching staff representatives are elected to the LMC in a democratic process. They put forth the problems of the staff to the committee and the decisions and policies of the committee are made in a democratic way.

From this year we have formed various committees at the college level, consisting of the teachers.

The committees are –

1. Admission
2. NSS
3. ACE
4. Cultural
5. Examination
6. Grievance redressal
7. Internal assessment
8. Library advisory Committee

9. Election
10. Purchasing
11. Environment
12. Students-Parents Meeting
13. Carrier Guidance Cell
14. Educational tour and publicity
15. Sports advisory Committee
16. College Magazine & Prospectus
17. Unfair means enquiry
18. Discipline

All these committees look in to the smooth monitoring of the college. The student council meets frequently to discuss the problems of the students and it put forth their problems to the principal who takes all majors to solve them. Thus, there is a good internal co-ordination in the college.

6.2.4 Does the institution have a Grievance Redressal Cell for its employees? If yes, what are its functions? List the number of grievances redressed during the last two years.

Yes,

a) For teaching:

We have staff secretary through whom the members can organized a meeting with principal and management to redress the grievance if any.

We also have a college committee consisting of three (3) members from the teaching staff to look after the grievance of the teaching staff if any.

b) For non-teaching staff:

We also have a committee of three (3) members. The grievance, if any can be reported to this committee by non-teaching staff members. A meeting convened with the Principal and the management to redress their grievances.

6.2.5 How many times does the management meet the staff in an academic year? What are the major issues discussed during the last meeting?

Two-time in a year.

Major issues discussed during the last meeting are:

- Number of admitted student
- Preparation for NAAC
- Budget for NAAC
- Permanent Affiliation
- Play Ground
- Recruitment of vacant post of non-teaching staff.

6.2.6 Is there a Cell to prevent sexual harassment of women staff? How effective is the functioning of the Cell?

Yes,

If the circumstances arise the committee will immediately take the action.

6.3 Strategy Development and Deployment

6.3.1 Describe the procedure of developing the perspective institutional plan. How are the Teacher, Students and Administrators involved in the planning process?

The full Perspective plan of the institution was prepared in the year 2005-06 for five year (2005-06) to start English Literature and Marathi Literature and M.A. in the subject Marathi, Sociology and History. The students have to go to Narkhed, since these subjects were not available in our college. So taking in to

account the needs of the students, we have applied for ELT and MLT and got permission to start these subjects in the academic session 2007-08 on permanent grant basis. In the same way due to non-availability of Post graduate courses, students have to go 45 Km., as a result many students were deprived of PG education. Hence the management and other faculty members discussed this issue in institutional meeting. The management has decided to start PG courses. We have applied for M.A. courses in the year 2007-08 for the subjects Marathi, Sociology and History but our application has been rejected by the university on the basis of non-accreditation by NAAC.

6.3.2 How are the objectives communicated and deployed to all levels, to ensure individual employee's contribution for the institutional development?

The objectives are communicated and deployed to all levels through meetings.

6.3.3 List the different committees constituted for the management of the different institutional activities? Give details of the meetings held and the decision taken, regarding academic management, finance, infrastructure, faculty, research, extension and linkages, and examinations held during the last two years.

Admission Committee

Prof. A.B. Bhakte	-	Convenor
Prof. P.H. Gajbhiye	-	Member
Prof. S.R. Jadhav	-	-do-
Prof. Ms. M.V. Ambadkar	-	-do-
Prof. Ms. P.B. Kamdi	-	-do-

Date of meeting: 12 June 2006.

Subjects: Discussion about admission process, formation of committee for next year,

Decision: To start the admission process after the declaration of HSSC result.

N.S.S.

Prof. P.H. Gajbhiye - Convenor

Prof. Ms. M.V. Ambadkar - Member

Date of meeting: 28 June 2006. & 1st December 2006.

Subject: N.S.S. unit formation and preparation of annual programme plan and to make a plan of special camp, selection of place for special camp.

Decision: Participation of hundred students in Unit, organization of various programme and the preparation of budget as per university norms, organization of special camp at Chandani Burdi from 16 to 25 January.

A.C.E.

Date of meeting: 2 September 2006.

Subject: Formation of A.C.E. students unit (for B.A. F.Y. only), planning of annual programme and preparation of budget.

Decision: Granted permission 1) to students unit 2) to expected expenditure.3) to organization of various programmes.

Examination:

Prof. A.B. Bhakte - Convenor

Prof. S.R. Jadhav - Member

Date of meeting : 2 January 2006

Subject: Making a plan of term exam. & Annual university exam

Decision: Date fixation, Time-table, and expected expenditure.

6.3.4 Has the institution an MIS in place, to select, collect, align and integrate data and information on the academic and administrative aspects of the institution?

No

6.3.5 Does the institution use the various data and information obtained from the feedback, in decision-making and performance improvement? If yes, give details.

Yes,

The suggestions regarding unit wise test, increasing the number of library books, journal, reference books, sport equipments etc., organization of study tour, organization of guest lectures, organization of lectures on competitive exams, are obtained through feedbacks. Taking in to consideration all these suggestions, we tried to fulfill some suggestions to improve performance.

6.3.6 What are the institution's initiatives for prompting co-operation, sharing of knowledge, innovations and empowerment of the faculty? (Skill sharing across departments, creating / providing conducive environment, etc.)

The management has the policy of promoting cooperation, sharing of knowledge, innovations the member of the management and the Principal encourage teachers to take up the various academic pursuits to enhance their qualification with M.Phil, Ph.D. etc. The teachers are regularly encouraged to attend refresher course, orientation, Seminar, Workshop, Conference etc. in their respective subjects.

The institution forms various committee in which all the teachers involved and participated in its activities.

6.4 Human resource Management

6.4.1 What are the mechanism for performance assessment (teaching, research, service) of faculty and staff? (Self-appraisal method, comprehensive evaluation by students and peers). Does the institution use the evaluations to improve teaching / research of the faculty and service of the faculty by other staff? If yes, how?

The college employs various mechanisms like students feedback on classroom teaching, informal and formal interaction with the students community. In addition Principal makes frequent surprise visit to the classes to monitor proper and full utilization of the teaching hours.

The teachers submit the self-appraisal form annually. The self-appraisal report is an indicator of the curricular and extra curricula standard of a teacher and helps him judge himself and increase his academic standards.

Whenever the Principal feels that any member of the department is facing any problems he may offer him / her necessary guidance. Some times Principal observes the lecture delivered by them and offer them useful suggestion to improve their performance. However while attending such lectures the Principal will ensure that the teachers are at their comfortable best.

6.4.2 What are the welfare measure for the staff and faculty? (Mention only those which affect and improve staff well-being, satisfaction and motivation)

College provides various loan facilities to members of the teaching and Non-teaching staff of the college.

- 1) Loans from various Banks for housing purchase of vehicles, for higher education of employees children.
- 2) Loans from Life Insurance Corporation of India for housing.

- 3) Refundable and non-refundable loan from General Provident Fund.
- 4) Medical treatment bill facility.
- 5) College provides incentive money / T.A. D.A. facility to faculty members to attend seminars / conferences etc.

6.4.3 What are the strategies and implementation plan of the institution, to recruit and retain faculty and other staff who have the desired qualifications, knowledge and skills?

Strategy for recruitment: Head of the institutions with managements takes decision about recruitment and stress is given to give preference to local candidates.

Staff is recruited and retained as per decided by the university.

6.4.4 What are the criteria for employing part-time / adhoc faculty? How are the recruitment conditions of part-time / adhoc faculty different from that of the regular faculty? eg. Salary structure, workload, specialization).

The criteria for employing part-time / adhoc faculty are same as similar to regular faculty.

6.4.5 What are the policies, resources and practices of the institution that support and ensure the professional development of the faculty? (eg. Budget allocation for staff development, sponsoring for advanced study, research, participation in seminars, conferences, workshops, etc. and supporting membership and active involvement in local, state, national and international professional association).

The members of the management and the principal encourage teachers to take the various academic courses to enhance their qualification with M.Phil, Ph.D. etc. Teachers are regularly encouraged to attend refreshers / orientation course, Seminars / Workshop- etc. in their respective subjects.

6.4.6 How do you assess the needs of the faculty development? Has the institution conducted any staff development programmes for skill up-gradation and training of the staff? If yes, give details.

Yes,

After the introduction of computer system in the office work non-teaching staff provided training in computer operation. Regular updating of computer knowledge is provided to the teaching and non-teaching staff.

Our college has not conducted any staff development programme for skill up-gradation and training of the staff.

6.4.7 What are the facilities provided to the faculty? (Well-maintained and functional office, infrastructure and other space to carry out their work effectively etc.)

- Our college has separate staff room with center table and attached toilets for gents and ladies staff members respectively. The faculty members have separate lockers as well as more space to carry out their work effectively.
- The office of the college is well maintained. There is separate cabin for Principal and non-teaching staff room. All the rooms are ventilated and have a clock.
- There is parking space for two wheelers in side the college premises. --- There is separate parking space for student and staff.
- College has Internet facility and centralized computer facility.
- We make use of room no.3 as an auditorium to conduct various cultural programmes.
- Sports and N.S.S. dept. have separate room.
- Our library is also well stocked with books on various subjects and journals. Separate seating arrangement for reading.

- The audio-visual, OHP facility make available to the faculty for improving their teaching-Learning process.
- We have first-aid facility in the Sport room. All the required facilities right from first-aid to hospitalization is made available in case of casualties.

6.5 Financial Management and Resource Mobilization

6.5.1 Does the institution get financial support from the Government? If yes, mention the grants received in the last three years under different heads. If no, give details of the source of revenue and income generated during the last two years.

No,

As our college is not under 2f and 12b. We do not receive any non-salary grant from the governments. The college receives only Salary Grant.

Revenue generated during the last three years through tuition fees only as follows.

Sr. no.	Year	Amount of Tuition Fees
1	2006-07	165600.00
2	2007-08	135200.00

6.5.2 What is the quantum of resources mobilized through donations? Give information of the last two years.

NIL

6.5.3 Is there adequate budget to cover the day –to-day expenses? If no, how is the deficit met?

No,

Due to non-availability of non-salary grant from many years it is very difficult for the college to fulfill its economic need.

Still we manage our day-to day expenses through our tuition fees and library and sports dues.

6.5.4 What are the budgetary resources to fulfill the institution's mission and offer quality programmes? (Budget allocations over the past two years provide income expenditure statements).

The budgetary resources are the tuition fees, sports and the library dues.

Expenditure statements under various heads:

Head of expenditure	2006-07		2007-08	
	Budget Provided in Rs.	Amount Actually spent in Rs.	Budget Provided in Rs.	Amount Actually spent in Rs.
On Academic Services				
Salary teaching & non-teaching staff	2200000	2212185	1600000	1546213
Salary arrears			1000000	973993
Library Books & Journal	20000	21080	6000	5132
Seminar & Conference				
Binding charges				
Affiliation Fee	9000	9000	9000	9000
Teaching Aid				
Reading room expenses				
Computer charges				
Total	2229000	2242265	2615000	2534338
On Administration and other common Services				
Printing & Stationary	25000	29973	21000	20463
Postage & revenue stamp				
Telephone Charges	500	500	900	944
Electricity charges				
Repairs & Maintenance				
Bank Commission	3000	3009	2500	2519
Advertisement Charges				
Audit fee	2000	2000	2000	2000
Land maintenance exp.				
Building maintenance exp.				
Furniture maintenance	8000	8805	6000	5430
Equipment maintenance				
Computer maintenance exp.				
Vehicles maintenance exp.				
Insurance Premium				
Office Expenditure	6000	6611	20000	16641
Transport exp.			900	920
National Festival	9000	8609	3000	2732

Identity card exp.	2500	2450	2000	1980
Prospectus and admission form	5000	4720	4000	4020
Head of expenditure	2006-07			2007-08
Cont....	Budget Provided in Rs.	Amount Actually spent in Rs.	Budget Provided in Rs.	Amount Actually spent in Rs.
Legal exp.	2100	2000	3000	2000
Examination center exp.	15000	5500	15000	15000
Honorarium exp.			30000	27000
Medical Exp.			10000	59462
Typing & Xerox Exp.	500	353	5000	5015
Purchase of exam. form	5500	4400	5500	4400
Furniture and equipment exp.	2500	2150	20000	20813
T.A. Expenses	9000	9123		
D.A. Expenses				
Total	95600	90203	150800	191339
On Student Welfare				
Game and sport exp.	15000	12762	10000	10185
Extra Curricular exp.	3000	3346	4000	4020
College Magazine				
College daily exp.	6000	6611		
Garden Maintenance	9000	8970	5000	4215
Total	33000	31689	19000	18420
Grand Total	2357600	2364157	2784800	2744097

6.5.5 Are the account audited regularly? If yes, give the details of internal and external audit procedures and the audit reports for last two years.

Yes,

Internal audit is done by Nagar Parishad, Mowad and external audit by C.A

Audit report for the year 2006-07

Receipts	Amt.(Rs)	Amt. .(Rs)	Payments	Amt. .(Rs)	Amt. .(Rs)
To opening Balance			By Salary paid to staff		2212185.00
Cash in Hand	2431.25				
BOI A/C no. 7762	1634.00		By Contingencies		
BOI A/C no. 9138	41084.00		Garden Maintenance Exps.	8970.00	
NDCC A/C No. 43	75344.00		Printing & Stationary	29973.00	
SBI A/C No. 01100050234	72325.72		Traveling Expenses	9123.00	
		192818.97	Bank Comm. & Charges	3009.00	

To Salary Grant from Office of Joint Director		2716000.00	Educational Programme Exps.	4189.00	
			Typing & Xerox exps.	353.00	
To Fees Collected From Students :			Office Exps.	6611.00	
Identity Card Fees	2450.00		College Exam. Exps.	5500.00	
Game Fees	18375.00		Service Charge	3200.00	
Library Fees	18375.00		University continuation &Affiliation Fees	20625.00	
Extra Curricular Activities Fees	4900.00				
Service Charges	5775.00		Game & Sports Exps.	12762.00	
College Dues	34647.00		National Programme Exps.	8609.00	
Bonafied Fees	220.00		Educational Tour Exps.	2150.00	
Term Fees	24755.00		Meeting exps.	200.00	
Test Exam Fees	3700.00		Repair & Maintenance Exps	8805.00	
Duplicate T.C.	200.00		LIC Premium	189305.00	
College Magzines	6075.00		Legal Fees	2000.00	
		119472.00	News Paper exps.	300.00	
			University Centre Exam Exps.	5000.00	
					320684.00
Other Income:					
Saving Bank Interest	6144.84				
EBC Fees	11350.00		Purchased of fixed Assets:		
Tuition Fees	5470.00		Furniture	2150.00	
Sale of Prospectus	4720.00		Books	20180.00	22330.00
Sale of Exam. Forms	3763.00	31447.84	Scholarship Paid to Students		389520.00
To University fees Collected from Students:					
Annual Fees	12250.00		Exam Form Purchase	6050.00	
University Enrolment fees	5140.00		N.S.S. Camp Exps.		8000.00
Student Welfare Fund	1225.00		Dhwaj Nidhi		6873.00
Student Medical Fund	1225.00		Income Tax Refunded to staff		4840.00
Physical Test Fees	1225.00				

University Sport fees	6125.00		Fees Paid To Nagpur University:		
Students Union Fees	1245.00		University exam Fees	79720.00	
Medical Exam Fees	1225.00		University enrolment fee	4280.00	
Ashwamegh Yagya Fees	4900.00		Annual Fees	11950.00	
University exam Fees	66900.00		Students Welfare Funds	239.00	
Late Exam Fees	11220.00		Students Medical funds	239.00	
Degree Fees	1300.00		Students union Fees	478.00	
Convocation Fees	4900.00		University sport fees	6975.00	
Other fees	37.00	118917.00	Ashwamegh fees	1195.00	
			Medical Exam Fees	1195.00	
Scholarship From S.W.O. Nagpur		510110.00	Extra Curricular Activities	3346.00	109617.00
Loan From:			Paid to Appropriate authority:		
Nilesh Chankapure		70.00	Income Tax	15600.00	
			Professional Tax	28305.00	
			G.P.F.	213350.00	
			Staff Loan	71560.00	328815.00
			Telephone Deposit		500.00
			Closing Balance:		
			Cash in Hand	54.25	
			BOI A/C no. 7762	1634.00	
			BOI A/C no. 9138	30545.00	
			NDCC A/C No. 43	80325.00	
			SBI A/C No. 01100050234	166863.56	279421.81
	TOTAL	3688835.81		TOTAL	3688835.81

Audit Report for the year 2007-08

Receipts	Amt.(Rs)	Amt. .(Rs)	Payments	Amt. .(Rs)	Amt. .(Rs)
To opening Balance			By Salary paid to staff		
			Staff	1,546,213.00	
Cash in Hand	54.25		Salary Arrears	973993.00	2520206.00
BOI A/C no. 7762	1634.00		By Contingencies		
BOI A/C no. 9138	30545.00		Garden Maintenance Exps.	4215.00	
NDCC A/C No. 43	80325.00		Printing & Stationary	20463.00	
SBI A/C No. 01100050234	166863.56	279421.81	Transporting Expenses	920.00	
			Bank Comm. & Charges	2519.00	
To Salary Grant from Office of Joint Director		3317813.00	Educational Programme Exps.	5383.00	
			Typing & Xerox exps.	5015.00	
To Fees Collected From Students :			Office Exps.	16641.00	
Identity Card Fees	1980.00		Service Charge	1775.00	
Game Fees	14850.00		Game & Sports Exps.	10185.00	
Library Fees	14850.00		National Programe Exps.	2732.00	
Extra Curricular Activities Fees	4000.00		Medical Expenses	59462.00	
			Repairs & Maintenance	5430.00	
College Dues	40478.00		LIC Premium	188101.00	
University Exam Fees.	97730.00		Legal Exp	2000.00	
College Magazine fees	4975.00		Newspaper Exp.	600.00	
Environment Fees	6700.00		Examination Centre Exp	15000.00	
Medical Test Fees	1010.00		Honorarium Exp.	27000.00	
Internet Service Charges	7350.00		Telephone Exps.	944.00	
Test Exam Fees	4000.00	197923.00			368385.00
To University fees Collected from Students:			Loan Paid to Principal		2710.00

Annual Fees	10050.00				
University Enrolment fees	7800.00		Fees Paid To Nagpur University:		
Student Welfare Fund	1005.00		Annual Fees	20100.00	
Student Medical Fund	1005.00		University Exam Fees	164038.00	
Physical Test Fees	1010.00		M.A. Opening Fees	15600.00	
University Game fees	4950.00		Student Welfare fund	201.00	
Ashwamegh Fees	4020.00		Medical Test Fees	1005.00	
Service Charges received	4950.00		Medical Aid Fund	201.00	
Late Enrolment fees	150.00		Students union Fees	1050.00	
Student Union fees	1005.00		Game Fees Paid	1350.00	
Convocation fees	3960.00		Ashwamegh Fees	4200.00	
Late exam fees	725.00		Extra Curricular Activities	4020.00	
University Annual Fees	18560.00		Dhwaj Nidhi	1400.00	
E. Suvidha	6700.00		Affiliation Fees	9000.00	
MLT / ELT fees	2200.00	68090.00			222165.00
Other receipts:			Scholarship paid to Students	326950.00	326950.00
Scholarship recd. From S.W.O. Nagpur	466181.00		Purchase of fixed Assest:		
Saving Bank Intrest	3296.16		Furniture	20813.00	
Bonafied Fees	340.00		Books	5132.00	25945.00
Tuition Fees	79200.00				
Sale of Prospectus	4020.00		Purchase of Exam Form	4400.00	4400.00
Sale of Exam Form	2684.00	555721.16	Other Expenses:		
			N.S.S. Camp Exps	3000.00	3000.00
Loan From :			Paid to Appropriate authority:		
Principal		2710.00	Income Tax	98561.00	
			Professional Tax	54729.00	
			G.P.F.	210000.00	
			Staff Loan	163555.00	526845.00
			Closing Balance:		
			Cash in Hand	639.25	

			BOI A/C no. 7762	1634.00	
			BOM A/C 5758	180767.00	
			BOI A/C no. 9138	18451.00	
			NDCC A/C No. 43	219581.00	
			SBI A/C No. 01100050234	0.72	421072.97
	TOTAL(Rs)	4421678.97		TOTAL(Rs)	4421678.97

6.5.6 Has the institution computerized its finance management systems? If yes, give details.

The institution has no computerized finance management system. But in some respects we use computer for finance management.

6.6 Best Practices in Governance and Leadership

6.6.1 What are the significant best practices in Governance and Leadership carried out by the institution?

Best Practice:

1. Objective of the practice:

To enhance the staff qualification of the staff members.

2. Need Addressed and the Context:

The need is felt to generate research interest among staff member. Their research out put may prove helpful in community development.

3. The Practice:

The distinct feature of our college is that management has the policy of encouraging academic excellence. The members of the management and Principal encourage teachers to take up various academic pursuits to enhance their qualification with M.Phil, Ph.D. The teachers are regularly

encouraged to attend refresher orientati0n course, seminars, workshops, conferences etc. in their respective subjects.

4. Evidence of success:

As a result our all faculty members are engaged in research. Out of nine teaching staff one has completed Ph.D. and five are engaged in their Ph.D. work. Five members have completed M.Phil and two are engaged in their M.Phil work.

5. Resources:

Co-operation and support of the management and the Principal.

Criterion VII: Innovation Practices**7.1 Internal Quality Assurance System**

- 7.1.1 What mechanism have been developed by the institution for quality assurance within the existing academic and administrative systems?

The college employs various mechanisms like student feedback on classroom teaching, informal and formal interaction with the student's community. In addition to this Principal make frequent surprise visit to the classes to monitor proper and full utilization of teaching hours.

Professors fill self-appraisal form annually. The self –appraisal report is an indicator of the curricular and extra-curricular standard of a teacher and helps him judge himself and improve his academic standard.

Principal and the LMC members assign the official task to the non-teaching staff and supervise their functioning.

- 7.1.2 What are the functions carried out by the above mechanism in the quality enhancement of the institution?

College received students' feedback on classroom teaching and overall. In the feedback form students gives ratings and suggestions. These suggestions are helpful to improve teaching process.

In the surprise visit Principal found any weakness in teaching of faculty members; he gives oral suggestions to improve teaching process.

The non-teaching staff occasionally holds their meetings, which chaired by Principal to discuss various administrative matters.

- 7.1.3 What role is played by students in assuring quality of education imparted by the institution?

Students give feedback on classroom teaching and overall evaluation of the programme. They also give comments on the course and suggestion for the teachers over all performance.

7.1.4 What initiatives have been taken up by the institution to promote best practices in the institution? How does the institution ensure that the Best Practices have been internalized?

The head of the institution motivates us to undertake the best practices, which we have mentioned in earlier criterion. He is always ready to help us to carry out these best practices.

7.1.5 In which way has the institution added value to the quality enhancement of students?

College conducted terms examination every year for students to improve their academic progress. In addition to this college organized various programmes such as

a) The college / departments conduct seminars / lectures on various topics regularly.

N.S.S. department organized a lecturer on

- 1) “ Role of literacy in the development of Nation” on 8th Sept. 2008.
- 2) A lecturer on “World Aids Day” on 1st Dec. 2008.
- 3) Essay competition on “Impact of SEZ (Special economic zone) on farmers in India” in the year 2007.
- 4) A lecture on “Internet and Youth ” on 28th Sep.2005

Adult and continue education organized lectures on

- 1) “ Literacy and the population” on 15 Dec. 2008.
- 2) “ Importance of literacy” on 8th Sep 2007.
- 3) “Population and family planning” on 10th Oct. 2007.
- 4) “ Human rights” on 26th Sep 2005
- 5) “ Literacy and rural development” on 7th Dec 2005

- b) The departments of our college organize industry / study tours regularly.
- c) N.S.S. organizes a special ten days camp to near by villages.
- d) Department of Marathi conducts “Vidharbha Sahitya Sangh Examination” every year, which is based on the syllabus of Marathi.
- e) Sports department organizes various sports activities.
- g) Cultural committee organizes various cultural programmes regularly.

7.2 Inclusive practices

7.2.1 What practices have been taken up by the institution to provide access to students from the following sections of the society:

- b) Socially – backward

We give admission to students of all social backward categories. College provides them scholarship facility. In addition, our students and teachers visited near by villages and local backward community under the aegis of Adult and continue education and extension service. Students meet these people and motivate them and their children about higher education.

- c) Economically – weaker and

For the economically weaker students, college offers them concession for paying admission fees in installments. In addition, member of our college helps economically weaker students for paying fees of admission by collecting some money from their salary.

- d) Differently – abled

7.2.2 What efforts have been made by the institution to recruit Staff from the disadvantaged communities? Specify?

- a) Teaching

The recruitment of teaching staff are done by university norms and as per the reservation offered by the University. The selection committee of the university selected the candidate.

b) Non-teaching

For the recruitment of non-teaching staff, first preference is given to the local candidates as per college roster.

7.2.3 What special effort are made to achieve gender balance amongst student and staff?

Our college as is in a rural area. The admissions of the students are done on first-come-first serve basis. At the time of admission process our admission committee takes care about gender balance.

Two female lectures are there for English and History

7.2.4 Has the institution done a gender audit and / or any gender-related sensitizing course for the staff / students? Give details.

Yes,

After compilation of admission process, college has done gender audit class wise regularly.

There is no any gender related sensitizing courses for the staff / students.

7.2.5 What intervention strategies have been adopted by the institution to promote the overall development of students from rural / tribal backgrounds?

Various association are formed by the college to help the overall development of the students from rural backgrounds.

1. N.S.S. (for the period 2004-2007)

- Volunteers regularly attending a special camp in above mentioned year organized by N.S.S. departments in nearby villages. A unique feature of

the camp is the organization of the series of lectures by eminent resource persons for the overall personality development of the N.S.S. volunteers.

- Our student Mr. Nilesh Rakshiye of T.Y.B.A. (2007-08) participated in Maharashtra N.S.S. battalion as a cadet for Maharashtra Republic Day Parade in the year 2007-08.
- Our student Mr. Pranay Darokar S.Y.B.A. (2007-08)and Mr. Nilesh Rakshiye of T.Y. B.A.(2007-08) attend a training programme as a cadet for Maharashtra Republic Day Parade in the year 2007-08.
- 50 volunteers have done University level socio-economic survey programme at Khairegao and Devali village on 7th December 2007.
- Our student Mr. Mangesh N. Khajone and Mr. Ghanshyam Barole, Mr. Nandkishor Wadbudhe, and Mr. Pranay Darokar were participated in University Level N.S.S. Camp on Youth for Gramonnati organised by Arvind Deshmukh Mahavidyalaya, Bharsinghi, Th. Narkhed, Dist. Nagpur in the year 2008
- Our Students Mr. Dharmendra Kumbhare, Mr. Sachin Parate and Mr. Nilesh Rakshiye attended University level N.S.S. camp organized by Barrister Sheshrao Wankhede College, Khaperkheda on 3rd to 12th January 2006.
- Our Students Mr. Prajay Sarode, Mr. Hemraj Bele, Mr. Laxman Satpute, Mr. Srikant Maldhure, Ms. Suvarna Borkar, Ms. Harsha Banait, Ms. Bhavana Kanire, Ms. Roshani Rajguru have attended University level N.S.S. Training Programme organized by A.D. College Bharsinghi on 27th to 29th January 2007.

2. Adult and continue education (A.C.E.):

- 40 students have prepared newspaper-clipping projects in the year 2004.
- Socio-economic survey of Gangaldoh –Indora village on 22nd Dec 2004.
- Socio-economic survey of Porgvhan village Dist. Amravati on 21st December, 2005, on 20th December, 2006 at Morshi-Khurd, on 2nd January 2008 at Vedapur village.
- Every year A.C.E. department holds various programmes & lectures.

3. Study Circle:

Various departments form study circle, in which many programmes are organized.

History Study Circle:

Our students Mr. Prajay Sarode participated in State Level Seminars organized by Dept. of History. R.T.M. Nagpur University Nagpur on “Farmer Suicide” dated on 22nd December 2006 and won the third prize.

The History study circle organized study tour regularly. In the year 2003-04 visited Historical Fort at Jalalkheda. In 2004-05 visited Bibi ka Makbara at Aurangabad. In 2005-06 visited Daulatabad & Khultabad. In 2007-08 visited excavation at Mansar, Dist. Nagpur.

And recently in the year 2008-09 visited Bhonsale Fort, Kalidas Smarak and many Historical forts.

Marathi Study circle:

The lecture by Dr. Wasudeo Dahake on “ Ambedkari Chalval Kal Aani Aaj” on dated 6th December 2003.

Lecture given by Prof. Sudhakar Kale on “Mahila Sabalikaran & Savitribai Fule” on dated 3rd January 2003.

The lecture given by Vice-President Municipal Council Mowad Latabai Sathone on “ Samajik Jivnat Mahilanche Yogdan” on dated 3rd January 2004.

The Lecture given by Dr. Ravindra Shobhane on “Marathi Sahitya Va Bhasheche Mahatva” on dated 4th October 2005.

The lecture given by Prof. Anil Nitnaware on “Adhunik Marathi Gramin Sahityache Janak: Mahatma Fule” on dated 28 November 2006.

Lecture given by Prof. Dhnyaneshvar Kalambe on “Marathi Sahityamadhun Samaj Jagruti” on dated 3 January 2008.

Handwriting competition in Marathi language on dated 13th January 2006.

Essay writing competition on “ Maze aavadate Sahittik” on dated 10 October 2004.

Organised Vidharbha Sahitya Sangh examination regularly, which is based on syllabus of Marathi formulated by Nagpur University.

Economics & Sociology Study Circle:

Industrial visit to “Khandelwal Oil Mill, Narkhed” & “Shivam Finger Gold” industry Mowad on dated 16th March 2004.

Essay writing competition on SEZ on 2006-07. Recently, the department organized study tour to Orange Juice Factory, Morshi and Vishal Ginning Factory, Morshi, Dist Amravati and to Open Jail, Morshi. The lecture of Dr. Pradeep Agalave & Dr. Saroj Agalave on “Impact of globalization on Socio-Economy” is organized.

7.2.6 Does the institution have a mechanism to record the incremental academic growth of the students admitted from the disadvantaged sections?

No,

But the result analysis of every student is prepared and recorded by the college.

7.2.7 What initiatives have been taken by the institution to promote social-justice and good citizenship amongst its students and staff? How have such initiatives reached out to the community?

The institution through the extra curricular and extension activities of the college has taken social justice and good citizenship amongst students and staff and they reached out to the community by their various activities.

- (a) Our N.S.S. departments in collaboration with Primary Health Center, Mowad, Indira Gandhi Medical College Blood bank, Nagpur has organized “Blood donation camp” in the year 2006 and 2007.
- (b) College organized “Literacy Rally” regularly on the occasion of literacy day on 8th of September. In the year 2003 and 2004 at Mowad, on 2005 at Porgavhan village.
- (c) Social and economic survey and street play on various topics has organized by A.C.E. on 29th November 2003 at Jamthi village. Dist. Amravati; on 22nd December 2004 at Gangaldoh-Indora tribunal village Dist. Nagpur; on 21 December 2005 at Porgavhan village Dist. Amravati; on 21 December 2006 at Morshi –Khurd village, Dist. Amravati; on 2nd January 2008 at Vedapur village Dist. Amravati.
- (d) A.C.E. department organized “Aids Awareness Rally” in the year 2nd December 2003; on 20th December 2005 at Porgavhan village Dist. Amravati; on 8th September 2008 at Mowad.
- (e) “Village cleaning programme” was organized by A.C.E. and N.S.S. on the aegis of Sant Gadge Baba Swachhata Abhiyan of Maharashtra govt. in the year 2004.

- (f) Recently, our management Nagar Parishad Mowad in collaboration with Geneus Club, Nagpur organised “Mowad Mahotsav” in the year 2008 at Mowad. Through which retired teachers, merit students, great personalities of Mowad, who have occupied prominent post and position were awarded.
- (g) Our college collected a fund towards Tsunami Relief Fund.

7.3 Stakeholder relationships

- 7.3.1 How does the institution involve all its stakeholders in planning, implementation and evaluation of the academic programmes?

Head of the institution holds meetings with the management twice a year in which head of the institution gives information about planning implementation and evaluation of the academic programmes.

Management is also available whenever need arises. The suggestion given by the management is implemented.

We call alumni and parents meetings to take their suggestions regarding academic programmes.

- 7.3.2 How does the institution develop new programmes to create an overall climate conducive to learning?

By organizing seminars, guest lectures giving assignments, arranging group discussion and using OHP.

- 7.3.3 What are the key factors that attract students and stakeholders, to the institution and result in stakeholder satisfaction?

The following are the key factors

- College Building
- Permanent Principal
- Qualified Staff

- Library and separate reading room.
- Play ground
- University results and
- Extra curricular activities.

7.3.4 How does the institution elicit the cooperation from all stakeholders to ensure overall development of the student, considering the curricular and co-curricular activities, research, community orientation and the personal / spiritual development of the students?

Curricular activities:

Stakeholders give suggestions regarding curricular activities, which are taken in to account and try to implement. For instance they made demand for PG in various subjects.

Recently we have applied for the same in the subject History and Sociology. But the university rejected it on the ground of non-accreditation by NAAC.

Co-curricular and Community orientation Activities:

- Social and economic survey and street play on various topics has organized by A.C.E. and N.S.S. departments regularly
- College organized Aids awareness rally.
- Village cleanliness programmes conducted by A.C.E.
- College organized guest lectures on various topics regularly.

7.3.5 How do you anticipate public concern in your current and future programme offerings and operations?

By arranging parents, alumni meetings.

7.3.6 How does the institution promote social responsibilities and citizenship roles among the students? Does it have any exclusive programme for the same?

To promote social responsibilities and citizenship roles among the students, the institution organizes blood donation camp, cleanliness programmes, literacy programmes, street plays on current issues. College also organizes Aids awareness rally and literacy rally etc.

It does not have any exclusive programmes.

7.3.7 What are the institutional efforts to bring in community-orientation in its activities?

College organizes various programmes under N.S.S., A.C.E. departments in which we give preference to problems face by the society for community orientation.

7.3.8 How does your institution actively support and strengthen the neighborhood communities? How do you identify community needs and determine areas of emphasis for organizational involvement and support?

We make a survey of neighbourhood villages and then select a village where there is a need of some constructive work for the welfare of the village under N.S.S.

7.3.9 How do the faculty and students contribute in these activities?

- a) Drain digging at Tukdoji Mharaj Ashram Shala Mendhala and construction of Tukdoji Mahraj Ashram Wall compound on 12th January 2006.
- b) Construction of mini dam at Mendhala on 14th January 2006
- c) Slab work of Tukdoji Maharaj ashram at Mendhala in the year 2006
- d) Latrine & toilet construction at Chandani Burdi in the year 2007.

- e) Slab work of Bhakare maharaj mandir at Chandani Burdi in the year 2003.
- f) Foundation work of temple at Chandani Burdi in the year 2004.

7.3.10 Describe how your institution determines student satisfaction, relative to academic benchmark? Do you update the approach in view of the current and future educational needs and challenge?

By analyzing students feedback and their university exams results.

Yes,

In future we plan to start M.A. in History, Sociology, Marathi and to provide basic computer courses.

7.3.11 How do you build relationships?

- to attract and retain students

By maintaining our academic standards and giving fee concession to economically backward students .

- to enhance students performance and

By approaching slow learners and give them necessary guidance to solve their academic problems and through term examination.

- to meet their expectations of learning

We try to fulfill their demands such as subscription of some journals / magazines , acquisition of some books.

7.3.12 What is your complaint management process? How do you ensure that these complaints are resolved promptly and effectively? How are complaints aggregated and analyzed for use in the improvement of the organization, and for better stakeholder-relationship and satisfaction?

We form grievance redressal committee from this year for

Teaching staff:

We have teaching staff secretary through whom the members organized a meeting with principal and management to redress the grievance if any.

We also have a college committee consist of three (3) members from the teaching staff to look after the grievances of teaching staff if any.

Non-teaching staff:

Also has a committee of three (3) members. The grievance if any, can be reported to this committee by non-teaching staff member. Meetings convened with head clerk / Principal and managements to redress their grievance.

For students:

We have a formal grievance redressal committee for the students. The committee examines the various grievances or suggestions received through suggestion box and whenever they are found valid, immediate corrective action are taken in consultation with management of the college. This year we have formed grievance redressal cell in college.

B) Executive summary:**Criterion wise Report:****I) Curricular Aspects:**

Nagar Parishad Shivaji Mahavidyalaya offers three years course in B.A. with two compulsory Language English and Marathi and any three optional papers from English literature, Marathi literature, History, Economics, Political Science and Sociology.

The main goal of the college is to provide higher education to the rural, economically and educationally backward class. The college provides education to the students as per curricula frame by the R.T.M. Nagpur University, enables the students to obtain their degrees. All these goals are reflected and archive through the syllabus of various subjects.

As a matter of fact there is little scope for making dynamic changes in the syllabus as it is designed by the University. However our teachers indirectly contribute in formulating the syllabus by taking part in workshops and seminars, which are conducted for the said purpose.

II) Teaching – Learning and Evaluation:

Admissions to the undergraduate B.A. course are done purely on the first come first serve basis. As our college is situated in educationally backward, rural area, we provide education to all, without consideration of merits. During admission for all the classes, parents are requested to be present, sign and undertaking on the behalf of their wards, that they will abide by all the rules and regulation with respect to attendance, discipline etc.

The students council of our college along with other association organized various extra curricular activities for all round development of students.

Our teaching faculty is quite competent enough to come up to the expectations of the students. All the faculty members come together for framing time-table and planning for academic year and scrupulously follow it.

We hold annual term examination to evaluate the performance of the student from this year we have started mid-term exam for effective evaluation.

Most of our teachers participated in various National and International Conferences, Seminars, Workshops, Refresher and Orientation Course etc.. All keep themselves updated with their respective subject knowledge.

III) Research, Consultancy, and Extension:

The management and Principal of the college always encourage the teaching staff to undertake active research work. At present five (5) members are engaged in Ph.D. one each in English, Sociology, History, Marathi and Economics. One (1) member has completed Ph.D. and four (4) has completed their M.Phil degrees. Our five(5) members have cleared NET.

As mentioned earlier our N.S.S. unit, Adult and Continue Education unit etc. are active and competent enough to conduct various extension activities of the college.

IV) Infrastructure and Learning Resources:

Nagar Parishad Shivaji College has a good collection of books and journals. Though the total no. of students is less, the total no. of books available to the students is not sufficient. The college ensures optimum utilization of its library and stock of books by providing the maximum number of working hours to the students and faculty. The library has a reading hall. Some of our past students who pursue higher studies are also allowed to use reading room & library facility on request other than examination period.

Our college has various indoor and outdoor games facilities. With great pride, we mentioned that our college has secured first place for overall performance in 62 kg and 94 kg category in weightlifting, first place for overall performance in 82.5 kg category in Power Lifting and in the same first place in overall performance in 85 kg category. One of our student secured first

position in Physique at the intercollegiate tournament conducted by the R.T.M. Nagpur University, Nagpur which was organized by our college in the year 2008-09.

During Vacation and non-teaching days the college allows different government and non-government organization to use its premises for their activities.

V) Student Support and Progression:

R.T.M. Nagpur University conducts the examinations for all the three years of B.A. The students have the option to appear, for any of the examination privately. Exploiting this opportunity many students of the college, write the examination privately and therefore the total no. of students appeared for final years exam, as regular student is less.

As the B.A. Degree is not a professional or technical course, the progression rate of the students from their graduation to employment is very limited. Majority of graduates go for Post graduation or for professional courses like B.Ed., BLISc., L.L.B. we can not keep the record of such students as they take –up such examination independently without informing the college.

We have a system of obtaining feedback from the students. We have given certain criteria to the students where they can give their frank opinion.

We have kept the suggestion box, where the students can put in constructive suggestion, for the qualitative improvement of the system. We certainly incorporate, value based suggestion to improve the system.

VI) Governance and Leadership:

The managing committee of Nagar Parishad looks after the administration of Nagar Parishad Shivaji Mahavidyalaya. It controls finance, approves the scheme of development and expansion of activity.

The Local Managing Committee (LMC) of the college looks after the day-to-day administration of the institution. LMC has among its member the President, Vice –President, Ex-Officio &

Principal Nagar Parishad Shivaji Mahavidyalaya, Chief Officer Nagar Parishad Mowad, Chairperson, Education Deptt., Chairperson, Construction Deptt. Chairperson, Woman & Children welfare, three teacher representatives, one representative from the non-teaching staff of the college. The members of the committee have access to all the records and documents of the college.

VII) Innovative Practices:

For the total qualitative improvement of the institution many innovative practices have been introduced by the college. At the end of the year, every subject teacher takes the feedback from the students. This enables the teacher to apprise himself / herself.

Our examination section is fully computerized where result compilation and preparation of statements of marks is done accurately with considerable spirit.

The N.S.S. unit of the college helps in inculcating civic responsibilities among the students. For this purpose, every year special camp is hold at the small villages. During the camp, shramadan, Drainage cleaning and road preparation etc. are specifically organized. Beside this, programmes on eradication of superstition, Dowry, woman education, population control etc are undertaken. It also undertakes community orientation programmes such as Aids Awareness, Cancer Awareness, Village cleanliness.

The adult education units undertakes various programmes for adult education, empowerment of women, literacy etc. Cultural department of our college conducts various activities to give exposure to the talents of the students.

PREFACE:

Mowad is situated on the bank of the river 'River Wardha' in Nagpur District. In the year 1991 river Wardha which was life giver of Mowad became life taker. She took a horrible form on 30th July in 1991. There was huge deluge in Wardha and it carried away the whole village. It was a Black Day in the history of Mowad. Near about 207 people lost their lives. There were no bounds to the sufferings of people. It was rehabilitated in the year 1993. Even today they have not come out of that shock. In such adverse condition , with great effort of former Minister 'Shri Nitinji Gadkari' our management Nagar Parishad started the Nagar Parishad Mahavidyalaya.

N.P.Mahavidyalaya was established in 1996 and started its working in Nagar Parishad Highschool Premises in 1997. After that Hon'ble former Minister 'Shri Subhodji Mohite' donated money from Khasdar Fund for the construction of college building. Many eminent personalities visited the college such as Collector, Nagpur District and Ministers of Maharashtra State and Centre Government.

Nagar Parishad Mahavidyalaya of Arts is affiliated to R.T.M. Nagpur University, Nagpur. It provides education to the students for three year B.A. Degree Course which have five papers in each year a) two compulsory Languages: English and Marathi. b) Three optional subjects the students have to choose from Sociology, History, Political Science, Economics, Marathi Literature and English literature. There is a subject "Environment Science" only for second year studentd.

Our College has a team of duly qualified young members as its staff. This has helped in providing good education. Out of the nine members of the teaching staff 4 have M.Phil degree as a highest qualification and 5 are doing research work (Ph.D.) in their respective subjects. The remaining members of the staff are seriously planning to start research work.

Being flood affected Mowad is in a financial crisis and this area is backward. In such condition this college is entering in its 11th year and rendering Valuable service in the field of higher education to the resident of Mowad, and Neighbouring Villages such as Belona, Khairgaon, Pusla, Ganeshpur, Linga, Umari for the last 11years.

The college started initially with the Arts stream by enrolling 90 students in 1997. At present the strength of the college has increased to 201 students, 108 girls and 93 boys.

In order to help the deserving and economically backward students, the college provides installments facility to them to pay the fees. The college admits the students from backward class on nominal admission fees and the scholarship they get at the end of the year.

In the recent years the overall passing percentage of the students from our college has been quite satisfactory. We are aware of the fact that it is not sufficient to feel proud. We are working hard to increase the performance of the students in the totally hostile conditions. We admit every student who is living life in poor condition against all oddities. We admit every student on first come first basis without caring the percentage and no. of attempts in the qualifying examination. The students of this area do not have the healthy educational background. We even bring the students to the college by paying actual visit to their villages. We have accepted the task of graduating the wards of peasant, farmer, backwards and poor.

Our N.S.S. and Adult & Continue Education units are extremely active and through their regular programmes and special camps they serve the community. In spite of our achievements our college has certain weakness too. For instance though we have playground but it is not sufficient enough for variety of games. Our library stock is not sufficient. However, it should be mentioned here that, we have less than 300 students. As no. of students is less the stock appears to be sufficient. But we are going to overcome this weakness by new purchase. We do not have full-fledged garden. As we

do not receive development grants or any non-salary grants from many years, it is extremely difficult for us to cope up with the expenses.

Need for Accreditation:

Narkhed Tahsil is flooded with no. of Arts college. All of them facing difficulty in getting even the minimum required no. of students in Arts faculties. Students are getting attract towards B.C.A. No college can have the choice to admit only meritorious students. There is no cut of percentage for the admission. Our college, with satisfactory academic record and extra curricular activities has also been maintaining acceptable level of educational standards. So we believe that we should go for evaluation by an autonomous body like NAAC and get their certification. In fact, a rigorous process of evaluation by an outside body enable us to understand ourselves better and to the expectations; and demands of the Accreditation Council.

Enhancing our responsibility, accountability and more importantly instructional standards is a constant concern of all our staff members. We believe that, in the competitive world of higher education almost priority should be given to qualitative considerations.

In this regard the NAAC report and grading will be of immense help to us, as it will acknowledge our achievements.

We have prepared the Self Study Report exactly on the basis of the guidelines formulated by NAAC. With great pride and pleasure we state that we have gone through a process of honest introspection of each and every aspects while preparing this Self Study Report. This reports is presented in two parts, Part I is the Institutional data and Part II is the Evaluative report. Along with this report, we have attached supporting documents, wherever necessary.

Our Principal Dr. Kishor R. Zilpe has taken keen interest in getting the NAAC accreditation. For this purpose a committee was framed as follows:

NAAC COMMITTEE:

- | | | |
|----|---------------------------|-------------------|
| 1) | Prof. (Ms). M.V. Ambadkar | Co-ordinator- I |
| 2) | Prof. S.V. Narnaware | Co-ordinator – II |
| 3) | Prof. N.D. Balpande | Member |
| 4) | Prof. (Ms). P.B. Kamdi | -do- |
| 5) | Prof. A.B. Bhakte | -do- |
| 6) | Prof. S.R. Jadhav | -do- |
| 7) | Prof. P.H.Gajbhiye | -do- |
| 8) | Prof. V.T. Ninave | -do- |

The commitment and devotion of the non-teaching staff members have also been helpful in preparing this Self Study Report.

SUMMARY:

To sum up we can say that in the rural and educational background region of Narkhed Tahsil, Nagpur District, ours is the college, which offers good learning facilities within its scope to the students. As mentioned in the goal and mission of the college, we aim at imparting qualitative and valuable service in the field of education on one hand and to attain community and social development through infrastructural facilities of the institution, on the other we have taken lots of steps to ensure and inculcate perfect discipline, in terms of punctuality, regularity and sincerity, among the students as well as the teachers. We also give equal importance to sports and other extra curricular activities.

We do not lag behind in introducing the new courses. The best example for this, is starting of English literature and Marathi Literature courses.

We are not contented with whatever achievements we have attained. We know our limitations. We know the areas where we have scope to develop. In-fact, we would not like to rest on the memories of the past. We want to proceed ahead to be recognized as one of the best educational institutions in the rural area of Nagpur District. we will not rest before achieving this and even after achieving the same.

Our Future Plan of Action:

This is the small college based in a rural area, imparting education to the poor, backward and illiterate classes with limited resources and men power. The college could not keep the steady pace of progress by overcoming the weakness. We desire to undertake some plans for future development. :

- a) Attempts will be made to obtain permanent affiliation of the college to R.T.M. Nagpur University and thereby college will be placed under 2f & 12b category to get maximum UGC Grants.

- b) Number of study books, journals and reference books will be increased.
- g) The teachers will be encouraged to engage in research programmes.
- h) Audio-Visual aids will be introduced.
- i) Attempts will be made to start Postgraduate programme in History, Sociology, Marathi and also the new technical courses.

C. Evaluative Reports of the Departments (If applicable)

Name and address of the department: **DEPARTMENT OF ENGLISH**
Nagar Parishad Shivaji Mahavidyalaya,
Mowad, Th. Narkhed,
Dist. Nagpur- 441 303

Telephone Number/s: 07105-279678, 236274

Date of establishment of the department: 16 Dec., 1996

Build up area of the department in sq. m. : Nil

1. Faculty Profile: adequacy and competency of faculty

Number of teacher:

	Sanctioned	Present position		
		Male	Female	Total
Total No. of teachers	01	-	1	1
Teachers with Ph.D as the highest qualification		-	-	-
Teachers with M.Phil as the highest qualification		-	-	-
Teachers with PG as the highest qualification		-	1	1
NET / SET qualified		-	-	-
Technical Staff		-	-	-
Administrative Staff		-	-	-

List of the teaching Staff:

Name of the teaching staff	Designation	Highest qualification	Specialization	Experience in year	Age	Sex
Ms. Mangala V. Ambadkar	Lecturer	M.A.	English Literature	9 yrs	42	F

Ms. Mangala V. Ambadkar has registered for Ph.D. and doing M.Phil. in the same subject.

2. Student Profile – entry level competencies, socioeconomic status, language proficiency etc.

Number of total students of the department:

Students from the same state where college is located	Male	Female	Total
English:	93	108	201
English Literature:	04	02	06

There is no student from other state of India, NRI students or overseas students.

Demand ratio (no. of seats: no of application) - 1:1

Entry level competencies:

Programme	Level of study	Entry level competency	Student strength			
			English		English Literature	
			M	F	M	F
B.A. I	UG	35 %	47	31	04	02
B.A. II	UG	30%	26	43	-	-
B.A. III	UG	35%	20	34	-	-

The college admits students on first come first serve basis at entry level.

Socioeconomic status (2007-08):

Student Category	Male	Female	Scholarship	EBC
SC	11	11	17	01
ST	03	03	04	01
OBC	47	72	99	09
SBC	15	12	23	01
NT	08	03	10	-
OPEN	09	07	-	18
TOTAL	93	108	153	30

All students of the department are from rural area.

Language proficiency:

National: Hindi

Regional: Marathi

3. Change made in the course or programmes during the past two years and the contribution of the faculty to those changes

During last two years 2006-07 and 2007-08, there is no change in syllabus. The curricula are strictly designed by the University

4. Trends in the success and dropout rate of students during the past two years.

Success and dropout rate of the students of two batches

	Batch 1	Batch 2
	Year of entry 2004-05	Year of entry 2005--06
	UG	UG
Number of students admitted to the programme	132	118
No. of students appeared for the final year exam	48	55
No. of students pass in the final year exam	41	47
Drop outs (rate)	84 (63%)	63 (53%)
Success rates	54 %	71 %

5. Learning resources of the department- library, computers, laboratories and other resources.

Learning resources of the department available in Central Library.

6. Modern teaching methods practiced and use of ICT in teaching – learning.

Group Discussion, Use of OHP.

7. Participation of teachers in academic and personal counseling of students

Department regularly provides guidance regarding academic as well as personal matters.

8. Details of faculty development programmes and teachers who have been benefited during the past two years.

1. Refresher / Orientation Programme:

Orientation programme organized by Academic Staff College RTM Nagpur University on dated 29/09/06 to 17/10/06.

2. Seminar / Conferences

i. State level : 02

ii. National level: 03

9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.

Participation and contribution in the following activities.

1. Cultural: Convenor from 2004 to 2008

2. RTM Nagpur University Examination: Officer in-charge in 2004

3. Member: Various College Committees

10. Collaboration with other departments / institutions at the State, National and International levels, and their outcome during the past two years

There is no collaboration at the state, national and international level.

11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years

Details of the ongoing Project:

M.Phil: “ A Study of Themes and Structure in Dina Mehata’s novel” (YCMOU)

Area of Research: Literature.

Ph.D.: “A Critical Study of the works of Dina Mehata” (RTM Nagpur University)

Area of Research: Literature.

Date of registration: 23 January 2009

12. Placement record of the past students and the contribution of the department to aid student placements

Data is not available.

13. Plan of action of the department for the next five years

- Use of ICT in teaching-learning process.
- Organization of seminar
- Holding Unit tests.
- Organization of various activities under English Study Circle.
- Library visit.

Name and address of the department: **DEPARTMENT OF MARATHI**
Nagar Parishad Shivaji Mahavidyalaya,
Mowad, Th. Narkhed,
Dist. Nagpur- 441 303

Telephone Number/s: 07105-279678, 236274

Date of establishment of the department: 16 Dec., 1996

Build up area of the department in sq. m. : Nil

1. Faculty Profile: adequacy and competency of faculty

Number of teachers, sanctioned and present position:

	Sanctioned	Present position		
		Male	Female	Total
Total No. of teachers	01	2	0	2
Teachers with Ph.D as the highest qualification		1	0	1
Teachers with M.Phil as the highest qualification		1	0	1
Teachers with PG as the highest qualification		0	0	0
NET / SET qualified		2	0	2
Technical Staff		0	0	0
Administrative Staff		0	0	0

List of the teaching Staff:

Name of the teaching staff	Designation	Highest qualification	Specialization	Experience in year	Age	Sex
Dr. Kishor R. Zilpe	Principal	M.A. Ph.D. NET	Folklore	16yrs	44	M
Mr. Ashok B. Bhakte	Lecturer	M.A. M.Phil., NET	Marathi Literature	9 yrs	35	M

Mr. Ashok B. Bhakte has registered for Ph.D. (Date of sanctioned 18 August 2006)

2. Student Profile – entry level competencies, socioeconomic status, language proficiency etc.

Number of total students of the department:

Students from the same state where college is located	Male	Female	Total
Marathi:	93	108	201
Marathi Literature:	11	16	27

There is no student from other state of India, NRI students or overseas students.

Demand ratio (No. of seats: no. of application) - 1:1

Entry level competencies:

Programme	Level of study	Entry level competency	Student strength			
			Marathi		Marathi Literature	
			M	F	M	F
B.A. I	UG	35 %	47	31	11	16
B.A. II	UG	30%	26	43	-	-
B.A. III	UG	35%	20	34	-	-

The college admits students on first come first serve basis at entry level.

Socioeconomic status (2007-08):

Student Category	Male	Female	Scholarship	EBC
SC	11	11	17	01
ST	03	03	04	01
OBC	47	72	99	09
SBC	15	12	23	01
NT	08	03	10	0
OPEN	09	07	0	18
TOTAL	93	108	153	30

All the students of the department are from rural area.

Language proficiency:

National: Hindi

Regional: Marathi

3. Change made in the course or programmes during the past two years and the contribution of the faculty to those changes

During last two years 2006-07 and 2007-08, there is no change in syllabus. The curricula are strictly designed by the University.

4. Trends in the success and dropout rate of students during the past two years.

Success and dropout rate of the students of two batches

	Batch 1	Batch 2
	Year of entry 2004-05	Year of entry 2005--06
	UG	UG
Number of students admitted to the programme	132	118
No. of students appeared for the final year exam	48	55
No. of students pass in the final year exam	45	53
Drop outs (rate)	84 (63%)	63 (53%)
Success rates	92 %	93 %

5. Learning resources of the department- library, computers, laboratories and other resources.

Learning resources are available in the Central Library.

6. Modern teaching methods practiced and use of ICT in teaching – learning.

Use of OHP, Group Discussion, and Story telling teaching method is used.

7. Participation of teachers in academic and personal counseling of students

Teachers participate in academic as well as personal counseling regularly regarding selection of subject, problems in course, and personal problems etc.

8. Details of faculty development programmes and teachers who have been benefited during the past two years.

Prof. A.B. Bhakte has been participated and benefited by the following faculty development programme in the year 2006-07 and 2007-08.

1. Refresher / Orientation Programme:

Refresher programme organized by Academic Staff College RTM Nagpur University on dated 27/02/2008 to 18/03/2008.

2. Seminar / Conferences

- i. State level : 02
- ii. National level: 05

Dr. K.R. Zilpe has been participated and benefited by the following faculty development programme in 2006-07 and 2007-08.

1. Refresher / Orientation Programme: NIL

2. Seminar / Conferences

- i. State level: 03
- ii. National Level: 02

9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.

Prof A.B. Bhakte participated / contributed in following:

- 1. Convener in Adult and Continuing Education and Extension from 2004 to 2008
- 2. Programe Officer of NSS from 2008-09.
- 3. Editor of College Magazine and wall magazine.
- 4. Member of Various College committees.

10. Collaboration with other departments / institutions at the State, National and International levels, and their outcome during the past two years

NIL

11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years

Details of Ongoing Projects:

Ph.D. level:

Name of Project: "A Critical Study of Dr. Nagnath Kottapalle's literature"

Area of research Dr. Nagnath Kottapalle Literature

Date of registration: 18 /08 06.

12. Placement record of the past students and the past students and the contribution of the department to aid student placements

Data is not available.

13. Plan of action of the department for the next years

- Starting PG. course in Marathi.
- Organization of seminars
- Holding unit tests.
- Study tours.
- Library visits.

Name and address of the department: **DEPARTMENT OF HISTORY**
Nagar Parishad Shivaji Mahavidyalaya,
Mowad, Th. Narkhed,
Dist. Nagpur- 441 303

Telephone Number/s: 07105-279678, 236274

Date of establishment of the department: 16 Dec., 1996

Build up area of the department in sq. m. : Nil

1. Faculty Profile: adequacy and competency of faculty

Number of teacher:

	Sanctioned	Present position		
		Male	Female	Total
Total No. of teachers	01	0	1	1
Teachers with Ph.D as the highest qualification		0	0	0
Teachers with M.Phil as the highest qualification		0	1	1
Teachers with PG as the highest qualification		0	0	0
NET / SET qualified		0	0	0
Technical Staff		0	0	0
Administrative Staff		0	0	0

List of the teaching Staff:

Name of the teaching staff	Designation	Highest qualification	Specialization	Experience in year	Age	Sex
Ms. Pradhnya B. Kamdi	Lecturer	M.A. M. Phil	Mughal India	9 yrs	35	F

Ms. Pradhnya B. Kamdi has registered for Ph.D.

2. Student Profile – entry level competencies, socioeconomic status, language proficiency etc.

Number of total students of the department:

Students from the same state where college is located	Male	Female	Total
History	60	88	148

There is no student from other state of India, NRI students or overseas students.

Demand ratio (No. of seats: no of application)- 1:1

Entry level competencies:

Programme	Level of study	Entry level competency	Student Strength		
			Male	Female	Total
B.A. I	UG	35 %	25	23	48
B.A. II	UG	30%	18	33	51
B.A. III	UG	35%	32	17	49

The college admits students on first come first serve basis at entry level.

Socioeconomic status (2007-08):

Student Category	Male	Female	Scholarship	EBC
SC	03	05	07	01
ST	01	02	02	01
OBC	34	64	78	09
SBC	11	10	19	0
NT	05	03	08	0
OPEN	06	04	0	10
TOTAL	60	88	114	21

All the students of the department are from rural area.

Language proficiency:

National: Hindi

Regional: Marathi

3. Change made in the course or programmes during the past two years and the contribution of the faculty to those changes

During last two years 2006-07 and 2007-08, there is no change in syllabus only in the year 2004 the curriculum was revised. The curricula are strictly designed by the University.

4. Trends in the success and dropout rate of students during the past two years.

Success and dropout rate of the students of two batches

	Batch 1	Batch 2
	Year of entry 2004-05	Year of entry 2005--06
	UG	UG
Number of students admitted to the programme	81	91
No. of students appeared for the final year exam	37	49
No. of students pass in the final year exam	33	41
Drop outs (rate)	44 (54%)	42 (46%)
Success rates	72 %	69 %

5. Learning resources of the department- library, computers, laboratories and other resources.

There is no departmental library, computer and other resources in the department.

6. Modern teaching methods practiced and use of ICT in teaching – learning.

Use of Charts, Maps, visit to historical places etc.

7. Participation of teachers in academic and personal counseling of students
Department regularly provides guidance regarding academic as well as personal matters.
8. Details of faculty development programmes and teachers who have been benefited during the past two years.
1. Refresher / Orientation Programme: NIL
 2. Seminar / Conferences
 - i. State level : 02
 - ii. National level: 03
9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.
1. Convenor: Cultural department in 2003-04
 2. Officer in-charge: RTM Nagpur University Examination in the year 2004-05.
 3. Co-officer: RTM Nagpur University Examination
 4. Convenor: Adult and Continuing Education in 2008-09
10. Collaboration with other departments / institutions at the State, National and International levels, and their outcome during the past two years
There is no collaboration at the state , national and international level.
11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years
Details of the ongoing Project:
Ph.D.: “A Study of woman life in the period of Peshava” (RTM Nagpur University)
Date of registration: 20 Oct. 2005.
Area of Research: Woman life in the period of Peshava

12. Placement record of the past students and the past students and the contribution of the department to aid student placements

Data is not available.

13. Plan of action of the department for the next five years

- Starting PG Course in History
- Visit to various Historical Places.
- Use of Modern teaching methods.
- Holding unit tests.
- Organization of Seminars.

Name and address of the department: **DEPARTMENT OF POLITICAL SCIENCE**

Nagar Parishad Shivaji Mahavidyalaya,

Mowad, Th. Narkhed,

Dist. Nagpur- 441 303

Telephone Number/s: 07105-279678, 236274

Date of establishment of the department: 16 Dec., 1996

Build up area of the department in sq. m. : Nil

1. Faculty Profile: adequacy and competency of faculty

Number of teacher:

	Sanctioned	Present position		
		Male	Female	Total
Total No. of teachers	01	01	0	1
Teachers with Ph.D as the highest qualification		0	0	0
Teachers with M.Phil as the highest qualification		0	0	0
Teachers with PG as the highest qualification		1	0	1
NET / SET qualified		0	0	0
Technical Staff		0	0	0
Administrative Staff		0	0	0

List of the teaching Staff:

Name of the teaching staff	Designation	Highest qualification	Specialization	Experience in year	Age	Sex
Mr. Narayan D. Balpande	Lecturer	M.A.	Indian and Foreign policy	9 yrs	38	M

Mr. Narayan D. Balpande has submitted his Dissertation of M.Phil.

2. Student Profile – entry level competencies, socioeconomic status, language proficiency etc.

Number of total students of the department:

Students from the same state where college is located	Male	Female	Total
Political Science	79	71	150

There is no student from other state of India, NRI students or overseas students.

Demand ratio (No. of seats : no of application)- 1:1

Entry level competencies:

Programme	Level of study	Entry level competency	Student Strength		
			Male	Female	Total
B.A. I	UG	35 %	40	18	58
B.A. II	UG	30%	20	33	53
B.A. III	UG	35%	19	20	39

The college admits students on first come first serve basis at entry level.

Socioeconomic status (2007-08):

Student Category	Male	Female	Scholarship	EBC
SC	10	08	17	01
ST	03	03	04	02
OBC	41	46	65	07
SBC	13	07	14	0
NT	05	02	06	0
OPEN	07	05	0	10
TOTAL	79	71	106	20

All the students of the department are from rural area.

Language proficiency:

National: Hindi

Regional: Marathi

3. Change made in the course or programmes during the past two years and the contribution of the faculty to those changes

During last two years 2006-07 and 2007-08, there is no change in syllabus. The curricula are strictly designed by the University.

4. Trends in the success and dropout rate of students during the past two years.

Success and dropout rate of the students of two batches

	Batch 1	Batch 2
	Year of entry 2004-05	Year of entry 2005--06
	UG	UG
Number of students admitted to the programme	116	92
No. of students appeared for the final year exam	41	39
No. of students pass in the final year exam	32	38
Drop outs (rate)	75 (64%)	53 (57%)
Success rates	66 %	68 %

5. Learning resources of the department- library, computers, laboratories and other resources.

There is no departmental library, computer and other resources in the department.

6. Modern teaching methods practiced and use of ICT in teaching – learning.

Group Discussion, Assignment, etc.

7. Participation of teachers in academic and personal counseling of students

Department regularly provides guidance regarding academic as well as personal matters.

8. Details of faculty development programmes and teachers who have been benefited during the past two years.
 1. Refresher / Orientation Programme:
Refresher Programme organized by Academic Staff College RTM Nagpur University Nagpur on dated 16/10/2007 to 05/11/2007
 2. Seminar / Conferences
 - i. State level : 0
 - ii. National level: 04
9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.
 1. Officiating Principal: from 26/06/2001 to 05/12/ 2007.
 2. Officer in-charge: RTM Nagpur University Examination in the year 2001 & 2002.
 3. Co-Officer: RTM Nagpur University Examination in the year 2008
 4. Convenor: Cultural department in 2008-09
 5. Presiding Officer: Election of Senate and Academic Council-2005.
 6. Member: Various college committees.
10. Collaboration with other departments / institutions at the State, National and International levels, and their outcome during the past two years
There is no collaboration at the state, national and international level.
11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years
Details of the ongoing Project:
M.Phil.: “A Study of woman empowerment in Mowad village in Nagpur District.” (YCMOU, Nashik)
Area of Research: Woman empowerment.

12. Placement record of the past students and the past students and the contribution of the department to aid student placements

Data is not available.

13. Plan of action of the department for the next five years

- Holding unit tests.
- Group discussion.
- Use of modern teaching methods and use of ICT.
- Organization of Study tour.
- Organization of Guest lecture.

Name and address of the department: **DEPARTMENT OF ECONOMICS**
Nagar Parishad Shivaji Mahavidyalaya,
Mowad, Th. Narkhed,
Dist. Nagpur- 441 303

Telephone Number/s: 07105-279678, 236274

Date of establishment of the department: 16 Dec., 1996

Build up area of the department in sq. m. : Nil

1. Faculty Profile: adequacy and competency of faculty

Number of teacher:

	Sanctioned	Present position		
		Male	Female	Total
Total No. of teachers	01	01	0	1
Teachers with Ph.D as the highest qualification		0	0	0
Teachers with M.Phil as the highest qualification		1	0	1
Teachers with PG as the highest qualification		0	0	0
NET / SET qualified		0	0	0
Technical Staff		0	0	0
Administrative Staff		0	0	0

List of the teaching Staff:

Name of the teaching staff	Designation	Highest qualification	Specialization	Experience in year	Age	Sex
Mr. Satish R. Jadhav	Lecturer	M.A. M.Phil	Economic Theory	9 yrs	38	M

Mr. Satish R. Jadhav has registered for Ph.D.

2. Student Profile – entry level competencies, socioeconomic status, language proficiency etc.

Number of total students of the department:

Students from the same state where college is located	Male	Female	Total
Economics	55	51	106

There is no student from other state of India, NRI students or overseas students.

Demand ratio (No. of seats: no of application)- 1:1

Entry level competencies (2007-08):

Programme	Level of study	Entry level competency	Student Strength		
			Male	Female	Total
B.A. I	UG	35 %	27	15	42
B.A. II	UG	30%	19	20	39
B.A. III	UG	35%	09	16	25

The college admits students on first come first serve basis at entry level.

Socioeconomic status (2007-08):

Student Category	Male	Female	Scholarship	EBC
SC	08	05	12	0
ST	01	01	01	0
OBC	26	31	46	03
SBC	10	11	18	01
NT	06	01	06	0
OPEN	04	02	0	06
TOTAL	55	51	83	10

All the students of the department are from rural area.

Language proficiency:

National: Hindi

Regional: Marathi

3. Change made in the course or programmes during the past two years and the contribution of the faculty to those changes

During last two years 2006-07 and 2007-08, there is no change in syllabus. The curricula are strictly designed by the University.

4. Trends in the success and dropout rate of students during the past two years.

Success and dropout rate of the students of two batches

	Batch 1	Batch 2
	Year of entry 2004-05	Year of entry 2005--06
	UG	UG
Number of students admitted to the programme	62	68
No. of students appeared for the final year exam	23	25
No. of students pass in the final year exam	22	23
Drop outs (rate)	39 (62%)	43 (63%)
Success rates	69 %	93 %

5. Learning resources of the department- library, computers, laboratories and other resources.

There is no departmental library, computer and other resources in the department.

6. Modern teaching methods practiced and use of ICT in teaching – learning.

Group Discussion, Assignment, etc.

7. Participation of teachers in academic and personal counseling of students

Department regularly provides guidance regarding academic as well as personal matters.

8. Details of faculty development programmes and teachers who have been benefited during the past two years.

1. Refresher / Orientation Programme:

NIL

2. Seminar / Conferences:

i. State level : 04

ii. National level: 01

9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.

1. Programme Officer: NSS in the year 2003- 2004

2. Additional Charge: Department of Sports and physical Education in the year 2004-05.

3. Co-Officer: RTM Nagpur University Examination

4. Convenor: Environment department from 2007-08

5. Officer-In-charge: : RTM Nagpur University Examination.

6. Member: Various college committees.

10. Collaboration with other departments / institutions at the State, National and International levels, and their outcome during the past two years

There is no collaboration at the state, national and international level.

11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years

Details of the ongoing Project:

Ph.D.: “An analytical study of financial condition of orange producing farmers in Nagpur District” (RTM Nagpur University)

Area of Research: Financial condition of the farmers.

Date of registration: 26/06/2007

12. Placement record of the past students and the past students and the contribution of the department to aid student placements

Data is not available.

13. Plan of action of the department for the next five years

- Visit to institution (Industry).
- Holding Unit tests.
- Group discussion.
- Use of modern methods in teaching-learning.

Name and address of the department: **DEPARTMENT OF SOCIOLOGY**
Nagar Parishad Shivaji Mahavidyalaya,
Mowad, Th. Narkhed,
Dist. Nagpur- 441 303

Telephone Number/s: 07105-279678, 236274

Date of establishment of the department: 16 Dec., 1996

Build up area of the department in sq. m. : Nil

1. Faculty Profile: adequacy and competency of faculty

Number of teacher:

	Sanctioned	Present position		
		Male	Female	Total
Total No. of teachers	01	01	0	1
Teachers with Ph.D as the highest qualification		0	0	0
Teachers with M.Phil as the highest qualification		0	0	0
Teachers with PG as the highest qualification		1	0	1
NET / SET qualified		1	0	1
Technical Staff		0	0	0
Administrative Staff		0	0	0

List of the teaching Staff:

Name of the teaching staff	Designation	Highest qualification	Specialization	Experience in year	Age	Sex
Mr. Pradeep H. Gajbhiye	Lecturer	M.A. NET		9 yrs	42	M

Mr. Pradeep H. Gajbhiye has registered for Ph.D.

2. Student Profile – entry level competencies, socioeconomic status, language proficiency etc.

Number of total students of the department:

Students from the same state where college is located	Male	Female	Total
Economics	72	96	168

There is no student from other state of India, NRI students or overseas students.

Demand ratio (No. of seats : no. of application)- 1:1

Entry level competencies (2007-08):

Programme	Level of study	Entry level competency	Student Strength		
			Male	Female	Total
B.A. I	UG	35 %	33	21	54
B.A. II	UG	30%	22	40	62
B.A. III	UG	35%	17	35	52

The college admits students on first come first serve basis at entry level.

Socioeconomic status (2007-08):

Student Category	Male	Female	Scholarship	EBC
SC	05	10	13	01
ST	04	02	04	01
OBC	40	63	86	07
SBC	09	10	18	01
NT	07	03	09	0
OPEN	07	08	0	14
TOTAL	72	96	130	24

All the students of the department are from rural area.

Language proficiency:

National: Hindi

Regional: Marathi

3. Change made in the course or programmes during the past two years and the contribution of the faculty to those changes

During last two years 2006-07 and 2007-08, there is no change in syllabus. The curricula are strictly designed by the University.

4. Trends in the success and dropout rate of students during the past two years.

Success and dropout rate of the students of two batches

	Batch 1	Batch 2
	Year of entry 2004-05	Year of entry 2005--06
	UG	UG
Number of students admitted to the programme	114	104
No. of students appeared for the final year exam	45	52
No. of students pass in the final year exam	36	48
Drop outs (rate)	69 (60%)	52 (50%)
Success rates	70 %	79 %

5. Learning resources of the department- library, computers, laboratories and other resources.

There is no departmental library, computer and other resources in the department.

6. Modern teaching methods practiced and use of ICT in teaching – learning.

NIL

7. Participation of teachers in academic and personal counseling of students

Department regularly provides guidance regarding academic as well as personal matters.

8. Details of faculty development programmes and teachers who have been benefited during the past two years.
 1. Refresher / Orientation Programme:
NIL
 2. Seminar / Conferences:
 - i. State level : 02
 - ii. National level: 03
9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.
 1. Programme Officer: NSS in the year 2004-05 to 2007-08.
 2. Convenor: Department of Adult and Continuing Education from 2003-04
 3. Additional Charge: Department of Physical Education and Sports in 2003-04
 4. Member: Various college committees.
10. Collaboration with other departments / institutions at the State, National and International levels, and their outcome during the past two years
There is no collaboration at the state, national and international level.
11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years
Details of the ongoing Project:
Ph.D.: “A Sociological study of flood affected displaced peoples in Mowad village in Nagpur District” (RTM Nagpur University)
Area of Research: Sociological Study
Date of registration: 13/03/2007

12. Placement record of the past students and the past students and the contribution of the department to aid student placements

Data is not available.

13. Plan of action of the department for the next five years

- Visit to institution (Industry) and Rural tribunal areas.
- Starting of PG course in Sociology.
- Conduct Unit test.
- Group discussion.
- Use of modern methods in teaching-learning.
- Organization of Seminars.

Name and address of the department:

**DEPARTMENT OF PHYSICAL
EDUCATION AND SPORT**

Nagar Parishad Shivaji Mahavidyalaya,

Mowad, Th. Narkhed,

Dist. Nagpur- 441 303

Telephone Number/s:

07105-279678, 236274

Date of establishment of the department:

16 Dec., 1996

Build up area of the department in sq. m.:

33.83 sq. m.

1. Faculty Profile: adequacy and competency of faculty

Number of teacher:

	Sanctioned	Present position		
		Male	Female	Total
Total No. of teachers	01	01	0	01
Teachers with Ph.D as the highest qualification		0	0	0
Teachers with M.Phil as the highest qualification		0	0	0
Teachers with PG as the highest qualification		01	0	01
NET / SET qualified		01	0	01
Technical Staff		0	0	0
Administrative Staff		0	0	0

List of the teaching Staff:

Name of the teaching staff	Designation	Highest qualification	Specialization	Experience in year	Age	Sex
Mr. Vasant T. Ninave	Lecturer in Phy. Education	M.P.Ed. NET	Athletics	1 yrs	40	M

2. Student Profile – entry level competencies, socioeconomic status, language proficiency etc.

Number of total students of the department:

Students from the same state where college is located	Male	Female	Total
Physical Education & Sports	93	108	201

There is no student from other state of India, NRI students or overseas students.

Demand ratio of the department is 1:1

Entry level competencies (2007-08):

Programme	Level of study	Entry level competency	Student Strength		
			Male	Female	Total
B.A. I	UG	35 %	47	31	78
B.A. II	UG	30%	26	43	69
B.A. III	UG	35%	20	34	54

The college admits students on first come first serve basis at entry level.

Socioeconomic status (2007-08):

Student Category	Male	Female	Scholarship	EBC
SC	11	11	17	01
ST	03	03	04	01
OBC	47	72	99	09
SBC	15	12	23	01
NT	08	03	10	0
OPEN	09	07	0	18
TOTAL	93	108	153	30

All the students of the department are from rural area.

Language proficiency:

National: Hindi

Regional: Marathi

3. Change made in the course or programmes during the past two years and the contribution of the faculty to those changes.

NIL

4. Trends in the success and dropout rate of students during the past two years.

Success and dropout rate of the students of two batches

	Batch 1	Batch 2
	Year of entry 2004-05	Year of entry 2005--06
	UG	UG
Number of students admitted to the programme	132	118
No. of students appeared for the final year exam	48	55
No. of students pass in the final year exam	34	42
Drop outs (rate)	84 (63%)	63 (53%)
Success rate	-	100 %

5. Learning resources of the department- library, computers, laboratories and other resources.

There is no departmental library and computer in the department.

6. Modern teaching methods practiced and use of ICT in teaching – learning.

NIL

7. Participation of teachers in academic and personal counseling of students

Department regularly provides guidance regarding academic as well as personal matters.

-
8. Details of faculty development programmes and teachers who have been benefited during the past two years.
1. Refresher / Orientation Programme:
NIL
 2. Seminar / Conferences:
 - i. State level : 02
 - ii. National level: 0
9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.
10. Collaboration with other departments / institutions at the State, National and International levels, and their outcome during the past two years
There is no collaboration at the state, national and international level.
11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years
NIL
12. Placement record of the past students and the past students and the contribution of the department to aid student placements
Data is not available.
13. Plan of action of the department for the next five years
- Organization of Coaching- Camp.
 - Organization of Yoga Camp.
 - Organization of inter-collegiate Sports competition.

Name and address of the department:

DEPARTMENT OF LIBRARY

Nagar Parishad Shivaji Mahavidyalaya,

Mowad, Th. Narkhed,

Dist. Nagpur- 441 303

Telephone Number/s:

07105-279678, 236274

Date of establishment of the department:

16 Dec., 1996

Build up area of the department in sq. m. :

120.57 sq. m.

1. Faculty Profile: adequacy and competency of faculty

Number of teacher:

	Sanctioned	Present position		
		Male	Female	Total
Total No. of teachers	01	01	0	01
Teachers with Ph.D as the highest qualification		0	0	0
Teachers with M.Phil as the highest qualification		01	0	01
Teachers with PG as the highest qualification		0	0	0
NET / SET qualified		01	0	01
Technical Staff		0	0	0
Administrative Staff	02	01	0	01

List of the teaching Staff:

Name of the teaching staff	Designation	Highest qualification	Specialization	Experience in year	Age	Sex
Mr. Sunil V. Narnaware	Librarian	MLISc. M.Phil. NET	Lib & Inf. Sc.	1 yrs	29	M

2. Student Profile – entry level competencies, socioeconomic status, language proficiency etc.

Number of total students of the department:

Students from the same state where college is located	Male	Female	Total
Library Department	93	108	201

There is no student from other state of India, NRI students or overseas students.

Demand ratio of the department is 1:1

Entry level competencies (2007-08):

Programme	Level of study	Entry level competency	Student Strength		
			Male	Female	Total
B.A. I	UG	35 %	47	31	78
B.A. II	UG	30%	26	43	69
B.A. III	UG	35%	20	34	54

The college admits students on first come first serve basis at entry level.

Socioeconomic status (2007-08):

Student Category	Male	Female	Scholarship	EBC
SC	11	11	17	01
ST	03	03	04	01
OBC	47	72	99	09
SBC	15	12	23	01
NT	08	03	10	0
OPEN	09	07	0	18
TOTAL	93	108	153	30

All the students of the department are from rural area.

Language proficiency:

National: Hindi

Regional: Marathi

3. Change made in the course or programmes during the past two years and the contribution of the faculty to those changes.

NIL

4. Trends in the success and dropout rate of students during the past two years.

Success and dropout rate of the students of two batches

N.A.

5. Learning resources of the department- library, computers, laboratories and other resources.

Learning Resources of the Library.

Resources	Number of Books
Marathi	87
English	101
Sociology	151
History	197
Economics	168
Political Science	196
Marathi Literature	28
English Literature	23
Environment Science	03
General Books	229
Reference Books	257
TOTAL	1440
Journal	11
No. of Computer	01

-
6. Modern teaching methods practiced and use of ICT in teaching – learning.
NIL
 7. Participation of teachers in academic and personal counseling of students
Department regularly provides guidance regarding academic as well as personal matters.
 8. Details of faculty development programmes and teachers who have been benefited during the past two years.
 1. Refresher / Orientation Programme:
NIL
 2. Seminar / Conferences:
 - i. State level : 0
 - ii. National level: 01
 9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.
 1. Secretary: Library advisory committee.
 2. Member of editorial board of college magazines.
 3. Member of various college committees.
 10. Collaboration with other departments / institutions at the State, National and International levels, and their outcome during the past two years
There is no collaboration at the state, national and international level.
 11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years
NIL

12. Placement record of the past students and the past students and the contribution of the department to aid student placements

Data is not available.

13. Plan of action of the department for the next five years

- Computerization of Library.
- Organization of Guest lecture.
- Book bank facility. Etc.

D. Declaration by the Head of the Institution

I certify that the data included in this Self-Study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part there of has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.



Signature of the Head of the institution

Place: Mowad

with seal:

Date: 12/02/2008

(DR. KISHOR R. ZILPE)

Principal

(A Demand Draft for rupees 25000/- (Twenty Five thousand only) drawn in favour of Director, NAAC, Bangalore, DD No. 325592, Dated 13/02/2009, Bank of India, Mowad

is sent separately.)



Signature of the Head of the institution

Place: Mowad

with seal:

Date: 12/02/2008

(DR. KISHOR R. ZILPE)

Principal

ANNEXURE: MASTER PLAN

