

**The Annual Quality Assurance Report (AQAR) of the IQAC  
2016 - 2017**

**Part – A**

**1. Details of the Institution**

1.1 Name of the Institution:

Vasantryao Naik Government Institute of Arts  
and Social Sciences, Nagpur

1.2 Address Line 1:

Opposite to Vidhan Bhavan

Address Line 2:

Pt. Jawaharlal Nehru Marg

City/Town:

Nagpur

State:

Maharashtra

Pin Code:

440001

Institution e-mail address:

director-vngiass@gov.in

Contact Nos.:

9922981007

Name of the Head of the Institution:

Dr. Sunetra M. Patil

Tel. No. with STD Code:

0712 - 2565658 / 2523288

Mobile:

9922981007

Name of the IQAC Co-ordinator:

Dr. Renu Bali

Mobile:

07387418718

IQAC e-mail address:

iqac.vngiass@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879):

12100

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

EC/62/RAR/036  
 Dated: 05.01.2013

- 1.5 Website address:

www.vngiassnagpur.org

Web-link of the AQAR:

www.vngiassnagpur.org/aqar.html

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

- 1.6 Accreditation Details:

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B <sup>+</sup>	76.00	2004	2004 - 2012
2	2 <sup>nd</sup> Cycle	A	3.01	2012	2012 - 2017 (Jan. 04, 2018)
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

- 1.7 Date of Establishment of IQAC:

DD/MM/YYYY

01/06/1985

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

2016 - 17

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

i. AQAR 2016 - 2017 submitted to NAAC on 10-01-2017

- 1.10 Institutional Status

University

State ☒

Central ☐

Deemed ☐

Private ☐

Affiliated College

Yes ☒

No ☐

Constituent College

Yes ☐

No ☒

Autonomous college of UGC

Yes ☐

No ☒

Regulatory Agency approved Institution  
 (eg. AICTE, BCI, MCI, PCI, NCI)

Yes ☐

No ☒

Type of Institution	Co-education	<input checked="" type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input type="checkbox"/>
	Urban	<input checked="" type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>
Financial Status	Grant-in-aid	<input type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>
	Grant-in-aid + Self Financing	<input type="checkbox"/>	Totally Self Financing	<input type="checkbox"/>		

### 1.11 Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input type="checkbox"/>	Commerce	<input type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phys Edu)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>		
Others (Specify)	<input type="text" value="Social Sciences"/>								

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

Rashtrasant Tukadoji Maharaj  
Nagpur University, Nagpur

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

Autonomy by State/Central Govt. / University	<input type="text" value="-"/>
University with Potential for Excellence	<input type="text" value="-"/>
DST Star Scheme	<input type="text" value="-"/>
UGC-Special Assistance Programme	<input type="text" value="-"/>
UGC-Innovative PG programmes	<input type="text" value="-"/>
UGC-COP Programmes	<input type="text" value="-"/>
UGC-CPE	<input type="text" value="-"/>
UGC-CE	<input type="text" value="-"/>
DST-FIST	<input type="text" value="-"/>
Any other ( <i>Specify</i> )	<input type="text" value="-"/>

## 2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="09"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="02"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="02"/>

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

No.	<input type="text" value="-"/>	Faculty	<input type="text" value="02"/>
Non-Teaching Staff	<input type="text" value="-"/>	Alumni	<input type="text" value="01"/>
Students	<input type="text" value="-"/>	Others	<input type="text" value="-"/>

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.	<input type="text"/>	International	<input type="text"/>	National	<input type="text" value="01"/>	State	<input type="text"/>	Institution Level	<input type="text"/>
------------	----------------------	---------------	----------------------	----------	---------------------------------	-------	----------------------	-------------------	----------------------

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Organized guest lecture for Faculty Members on “Scientific Temperament: The way to explore Potential Box”.
- Organized guest lecture for Non-Teaching Staff on “Information Communication and Technology”.
- Organised Guest Lecture for Faculty Members on “Role of ICT in Education.
- Organized guest lecture on the seven criteria of NAAC for Faculty Members of the Institute.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
To conduct 1 day Workshop for Teaching Faculty on Criteria of NAAC.	Achieved
To conduct ICT Programmes for Teaching Staff.	Achieved
To organised a Guest Lecture for non-teaching staff on ICT.	Achieved
To provide OPAC (On Line Public Access Catalogue) facility in Library for Teachers, Research Scholars and Students.	Achieved
To organized meeting with the Alumni of the Institute.	Achieved

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

2.15 Whether the AQAR was placed in statutory body      Yes ☒ No ☐  
Management ☐ Syndicate ☐ Any other body ☒

Provide the details of the action taken

Approved by the Local Advisory Committee of the Institute

## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	14		Nil	
PG	13			
UG	18			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others	01-UG Psychology IGNOU			
<b>Total</b>	<b>46 + 03</b>			
Interdisciplinary	01			
Innovative	01			

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	13
Trimester	-
Annual	18

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

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

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

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

As the institute is affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur Faculty of the Institute. do not have flexibility in revision & update of syllabi. Few faculty members are Members of Board of Studies and hence have contributed in upgrading and revision of syllabi. University has revised the Syllabus for UG from Annual Pattern to Semester Pattern.

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

Construction work of Language Lab to be completed

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1	Total No. of permanent faculty	<b>Total</b>	<b>Asst. Professors</b>	<b>Associate Professors</b>	<b>Professors</b>	<b>Others</b>
		63	53	10	-	-

2.2	No. of permanent faculty with Ph.D.	47
-----	-------------------------------------	----

2.3	No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
		R	V	R	V	R	V	R	V	R	V
		53	06	10	Nil	-	Nil	-	-	63	07

2.4	No. of Guest and Visiting faculty and Temporary faculty	-	-	43 CHB
-----	---	---	---	--------

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	16	27	02
Presented papers	18	36	09
Resource Persons	05	08	-

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

- Role play method PPT.
- Maximum use of ICT and use of Smart Classrooms in teaching.

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

2.8	Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)	02 Test Examinations
-----	--	----------------------

2.9	No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop	15	08	12
-----	---	----	----	----

2.10	Average percentage of attendance of students	85%
------	--	-----

2.11 Course/Programme wise  
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A. Part I	481	12.05	23.87	25.47	14.17	75.56
B.A. Part II	275	14.97	19.60	20.32	20.32	75.21
B.A. Part III	239	13.47	25.30	24.01	20.65	83.57
M.A. Part I	429	24.31	36.76	16.88	3.27	81.22
M.A. Part II	414	27.33	46.35	15.03	-	88.71

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

- Every faculty member is advised to make use of Hi-Tech Classrooms while teaching
- Record of Unit test/Open Book test/Class tests/Test examination is maintained by every Department.

2.13 Initiatives undertaken towards faculty development

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

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	16	05	Nil	Nil
Technical Staff	04	03	Nil	Nil



## Criterion – III

### 3. Research, Consultancy and Extension

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

- Encouraging Faculty members to take up Research Projects.
- Institute and Departments organizes several Quality best Research Seminars and Workshops.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	-	-	-
Outlay in Rs. Lakhs	8,50,000/-	-	-	-

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	03	-	01
Outlay in Rs. Lakhs	4,60,000/-	-	-	2,00,000/-

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	24	12	01
Non-Peer Review Journals	01	07	03
e-Journals	11	03	-
Conference proceedings	07	15	01

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

Range	3.1-5.7	Average	-
h-index	-	Nos. in SCOPUS	-

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects-02	2014-16	UGC	8,50,000/-	8,50,000/-
Minor Projects-02 01	2015-17 2016-18	UGC	4,00,000/- 2,60,000/-	3,35,000/-
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)	NUEPA: Project	New Delhi	6,40,000/-	6,40,000/-

	completed and submitted			
Total			21,50,000/-	18,05,000/-

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	01	05	02	-	04
Sponsoring agencies	-	-	-	-	-

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

3.13 No. of collaborations  International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :-

From Funding agency  From Management of University/College   
Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-

Commercialised	Applied	-
	Granted	-

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

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

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

23

88

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

03

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

JRF 05

SRF 04

Project Fellows -

Any other 01

3.21 No. of students Participated in NSS events:

University level 55

State level -

National level -

International level -

3.22 No. of students participated in NCC events:

University level -

State level 40

National level -

International level -

3.23 No. of Awards won in NSS:

University level -

State level -

National level -

International level -

3.24 No. of Awards won in NCC:

University level 01

State level -

National level -

International level -

3.25 No. of Extension activities organized

University forum 03

College forum 02

NCC 04

NSS 27

Any other 02

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

- Organ Donation Rally was organized by the students of NSS in collaboration with LAD College and Matr Seva Sangh in which 45 students participated.
- NSS Department of the Institute organized a workshop on Eradication of Corruption under the Anti-corruption week.
- Students of Department of Home Economics made Rakhis for Jawans.

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	74479.12 sq.m.			74479.12 sq.m.
Class rooms	28		DPC	28
Laboratories	03		Old	03
Seminar Halls	08	05	DPC	08
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.				8,50,573/-
Value of the equipment purchased during the year (Rs. in Lakhs)			RUSA	8,50,573/-
Others	-	Reading Room/ Newspaper Reading Room	DPC	02

#### 4.2 Computerization of administration and library

- Partially Computerized, Renovation work is in progress

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	4880	-	-	-	4880	8631827/-
Reference Books	77991	8631827	-	-	77991	11500/-
e-Books	13500 1	5750	1350 00	5750	13500 0	264245/-
Journals	-	-	65	264245	65	-
e-Journals	60000	-	6000 0	-	60000	-
Digital Database	-	-	-	-	-	-
CD & Video	122	-	35	-	157	-
Others (specify) Thesis & Dissertation	163	-	10	-	173	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	108	02	108	108	-	08	60	-
Added	16	-	-	-	-	-	-	-
Total	124	02	108	108	-	08	60	-

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

Admission process is carried out by CMS (College Management System). Individual Departments are well-equipped with Computers and WI-Fi. Faculty of the department helps students in upgrading their skills to use computers.

4.6 Amount spent on maintenance in lakhs :

i) ICT	17,21,031/-
ii) Campus Infrastructure and facilities	1,25,000/-
iii) Equipments	9,97,466/-
iv) Others	8,41,658/-
<b>Total :</b>	36,85,155/-

## Criterion – V

### 5. Student Support and Progression

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

- The chairman, co-ordinator as well as members of IQAC arrange interactive sessions with the various Head of Departments and exchange information and ideas.
- The students are made aware about the various awards, scholarships.
- Participation of students in National, International, State, Regional, Seminars, Workshops and Competitions is encouraged.
- Skill development programmes are arranged. Slow learners are encouraged to avail help provided by the faculty. An exposure to the social obligations and its importance and relevance are expressed upon the students by way of visits to various organizations.

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

- The Institute provide support services, facilities for SC/ST/OBC and Economically weaker section students by giving them reservation and providing scholarships and freeships.
- As per University guidelines student council comprising of meritorious students in various fields is formed which take cares of various activities of the institute.
- Institute publishes annual magazine “Fulor” in which articles are contributed by students.
- Institute also publishes “Morris News Letter” every six months in which major activities of the students and the faculty is highlighted.
- Results of students in test examination, unit-test and class test is recorded and compared and guidance is provided by the teachers according.

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

UG	PG	Ph. D.	Others
1057	835	36	10

(b) No. of students outside the state

-
---

(c) No. of international students

-
---

No	%
-	-

Men

No	%
-	-

Women

Last Year						This Year						
General	SC	ST	OBC	Physically Challenged+ Others	Total	General	SC	ST	OBC	Physically Challenged	Others	Total
358	391	379	561	07+144	1840	305	395	428	575	01	186	1890

Demand ratio 1:1

Dropout % : UG: 7.72% - PG: 3.75%

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

Books and guidance when needed is provided to the student by faculty members for competitive examinations such as NET, SET, MPSC and others.

No. of students beneficiaries

09

5.5 No. of students qualified in these examinations

NET	03	SET/SLET	06	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	-

5.6 Details of student counselling and career guidance

- Few Departments conducted workshops on role of technology in Music, Jeevan Kaushalya, Sanskrit Sambhashanam, Marathi wikkipedia State level workshop, Nagpur Municipal Corporation Abhyas workshop, workshop on calligraphy etc. for students to improve their small scale entrepreneurship skills.
- Students are counselled by the faculty when ever required in the Institute both personally and academically.

No. of students benefitted

03

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

- Internal Complain Committee was formally formed as per the directions laid down by the Maharashtra State Commission for Women. One day workshop on zero tolerance for sexual harassment of students and women in colleges and universities was organized by the institute in presence of Adv. Smita Sarode Singalkar.

5.9 Students Activities

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

State/ University level	19	National level	04	International level	-
-------------------------	----	----------------	----	---------------------	---

No. of students participated in cultural events

State/ University level	15	National level	02	International level	-
-------------------------	----	----------------	----	---------------------	---



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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	GOI-505 Freeship 12	30,96,030/- 38,600/-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Each Department has placed a suggestion box, where in the students are asked to write and put their grievances in the grievance box. Major grievances of students are redressed by the committee appointed by Head of the Institution.

## Criterion – VI

### 6. Governance, Leadership and Management

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

##### **Vision :**

- ,d ân; ,d fpÙk
- One Heart One Mind
- To lead from darkness to light
- To develop students for nation building through social and affordable education.
- To develop an autonomous educational and research institute, social and cultural centre of excellence.

##### **Mission :**

- To impart quality education and there by achieve excellence.
- To provide maximum amenities to the students to maximize capacity building.
- Moving towards providing better opportunities for technological and ICT proficiency.
- To strengthen in students their capabilities by way of capacity building.
- Guiding students in the areas of creating job opportunities and self employment.

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

There is no separate management system as it is an Government Institute. The relevant information about the Institute is made available to the Higher Authorities such as Director of Higher Education. The Institute has Local Advisory Committee which provides guidance as and when required for smooth functioning of the Institute.

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

##### 6.3.1 Curriculum Development

Academic curriculum is framed by members of Board of Studies and inputs are provided by the faculty members. Basis the valuable feedback and inputs given by the faculty members, the Rashtra Sant Tukadoji Maharaj Nagpur University, Nagpur has moved from the Annual pattern of examination to the Semester Pattern for the undergraduate level.

##### 6.3.2 Teaching and Learning

- Teaching and learning practices is enhanced by continuously adopting newer technology to accommodate changing trends. The Institute has Hi-Tech. classrooms which enables the students to actively participate in the Teaching process.

### 6.3.3 Examination and Evaluation

- Institute conducts two Test Examinations yearly and Class Tests, Unit Test, Surprise Test and Open Book Test are conducted by every Department.
- Answer sheets are corrected and returned to the students after discussion in the classroom. Self-evaluation by students is also encouraged. Mark List is prepared by every Department and is preserved.

### 6.3.4 Research and Development

Institute has a well equipped library. This helps students from various colleges the carryout their research. Faculty members of the institute are also encouraged to continuously carryout research projects.

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

Library is yearly updated with textbooks, e-journals, reference books and the likes. Student and Staff make use of the available literary resources for their references.

### 6.3.6 Human Resource Management

Teaching & Non-Teaching members are encouraged to participate in various Training Programmes conducted by Government & YASHDA, Pune.

### 6.3.7 Faculty and Staff recruitment

Staff Recruitment is carried out by the MPSC as and when there are vacancies. Because of delay in appointments, the Director of the Institute ensures Contributory Lecturers are appointed in time in seem less teaching.

### 6.3.8 Industry Interaction / Collaboration

Faculty ensures quality skill development in all the students. Overall polishing of personality leads to better employment opportunities for students. We continuously conduct different workshops in collaboration with different organizations.

### 6.3.9 Admission of Students

Institute ensures 100% transparency with respect to the Admission process. Admission criteria is discussed and validated with the Admission Committee. Admission process is carried out by CMS (College Management System).

6.4 Welfare schemes for

Teaching	-
Non-teaching	-
Students	-

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes ☒ No ☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic				
Administrative	√		√	College Committee

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

For UG Programmes	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
For PG Programmes	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

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

N/A

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

N/A

6.11 Activities and support from the Alumni Association

The Institute Alumni Network. The Alumni Pro-Actively discusses on Academic, Social, Technological issues and provide relevant feedback that can help the student community. The Institute also receives help in the form of books and study material for students.

6.12 Activities and support from the Parent – Teacher Association

- As such there is no Parent-Teacher Association. Parent-Teacher meetings are conducted by every Department.
- Feedback from Parents regarding curriculum, discipline, quality of teaching, wards progress, sharing of report of feedback is provided.

6.13 Development programmes for support staff

Non-Teaching Staff of the Institute participated in the training programme in Pune.

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

Environment Department of Institute realizes the importance of sustainable environment. It organizes competitions to drive awareness like poster making, skits etc. Rallies are also organized for environment awareness for students.

## Criterion – VII

### 7. Innovations and Best Practices

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

- ICT based techniques like PDF files, e-mails, cinematizations of prescribed text are among few ICT based practices followed by the institute.
- Use of CMS software for admission process, scholarships etc.
- Few retired teachers with view of inculcating reading habits among the students have donated books to the concerned departments which has now developed into independent libraries.

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

To prevent sexual harassment at work place ICC cell has been constituted which conducts lectures on gender sensitization.

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

- Teacher Mentor Scheme
- Earn and learn scheme where students from rural and economically weak background earn money. They provide there service in library, office and garden for which they are paid on clock hours basis.

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

- 7.4 Contribution to environmental awareness / protection

- Tree Plantation programme and Preservation of plants Activities.
- Pollution control awareness initiatives.
- Heritage and Global awareness programme.

- 7.5 Whether environmental audit was conducted?      Yes ☐      No ☒

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

S- 07 Hi-Tech rooms, qualified and efficient Staff, Rich Historical Heritage.  
W- In sufficient staff, No play ground.  
O- College with Potential for Excellence.  
C- Challenges to groom rural, students, challenge to prepare students to match global standard of quality and challenge to brush up communication skills and developed self confidence.

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

- Completion of construction of Language Lab.
- To start with construction work of Textile Lab and Few Classrooms.
- Up gradation of Practical Laboratories.
- To provide special facility to handicap students apart from ramp for walking.
- To adapt paper less culture by making use of more ICT, e-mails, creating, whatsapp groups which will help sending important notices among faculty.


Name: **Dr. Renu Bali**

  
Signature of the Coordinator, IQAC

**Note : Annexures attached**

- i. Academic Calendar
- ii. Analysis of the Feed Back
- iii. Best Practice

Name : **Dr. Sunetra B. Maharaj (Patil)**

  
**DIRECTOR**  
Signature of the Chairperson, IQAC  
**Sanjay Wankar Govt. Instit.**  
**of Arts and Social Sciences**  
**NAGPUR**

**Vasantrao Naik Government Institute of Arts and Social Sciences, Nagpur**

**Calendar for the First Academic Session 2016-17**

**First Academic session – 16<sup>th</sup> June to 27<sup>th</sup> October 2016**

<b>Month</b>	<b>Dates</b>	<b>Total Weeks</b>	<b>Total Days</b>	<b>Teaching Days</b>	<b>Holidays</b>
June- 2016	15 <sup>th</sup> to 30 <sup>th</sup>	02	14	<b>Admission process</b>	-----
July- 2016	1 <sup>st</sup> to 31 <sup>st</sup>	05	31	27	-----
August 2016	1 <sup>st</sup> to 31 <sup>st</sup>	05	31	24	15 <sup>th</sup> Aug. and 17 <sup>th</sup> Aug. Pateti
September 2016	1 <sup>st</sup> to 29 <sup>th</sup>	04	29	22	5 <sup>th</sup> Sep. Ganesh, 8 <sup>th</sup> Mahalaxmi, 12 <sup>th</sup> Sep. Bakri Ed.
30 th September	<b>Laxmi Narayan Day</b>				
October 2016	1 <sup>st</sup> to 27 <sup>th</sup>	04	21---	17	11 <sup>th</sup> Oct. Dusshera 12 <sup>th</sup> Oct. Muherram
	7 <sup>th</sup> to 17 <sup>th</sup>	01	10	Test Exam for Undergraduates	
October 2016	24 <sup>th</sup>	-----	----- 01---	Declaration of test exam results	,
October 2016	7 <sup>th</sup> to 17 <sup>th</sup>	01	06	Test Exam for Postgraduates	-----
Out of total 91 teaching days in First Academic Session, 01 day will be reserved for Inauguration of Departmental Societies.					

**Total Teaching Days in First Academic Session – 90 days in 16 weeks**

**Diwali Vacation- 28<sup>th</sup> October 2016 to 27<sup>th</sup> November 2016**



**Vasantrao Naik Government Institute of Arts and Social Sciences, Nagpur**

**Calendar for the Second Academic Session 2016-17**

**Second Academic Session – 28<sup>th</sup> November 2016 to 30<sup>th</sup> April 2017**

<b>Month</b>	<b>Dates</b>	<b>Total Weeks</b>	<b>Total Days</b>	<b>Teaching Days</b>	<b>Holidays</b>
November 2016	28 <sup>th</sup> to 30 <sup>st</sup>	---	03	University Exams	----
December 2016	01 <sup>st</sup> to 24 <sup>th</sup> December	---	31		25 <sup>th</sup> Christmas
December 2016	26 <sup>th</sup> to 31 <sup>st</sup> December	01	06	06	----
January 2017	2 <sup>nd</sup> to 31 <sup>st</sup> January	04	30	21	Republic Day
10 <sup>th</sup> January to 13 <sup>th</sup> January 2017 Gathering					
February 2017	1 <sup>st</sup> to 28 <sup>th</sup> February	04	28	23	24 <sup>th</sup> Mahashivratri and Good Friday
March 2017	1 <sup>st</sup> to 31 <sup>st</sup> March	04	31	25	13 <sup>th</sup> Holi 28 <sup>th</sup> Gudi Padwa
April 2017	1 <sup>st</sup> to 16 <sup>th</sup> April	02	16	11	04 <sup>th</sup> Ramnavmi, 14 <sup>th</sup> Ambedkar Jayanti
	24 <sup>th</sup> to 26 <sup>th</sup> April	01	03	03	-----
	27 <sup>th</sup> to 29 <sup>th</sup> April	----		Preparation Leave	-----
17 <sup>th</sup> April to 22 <sup>nd</sup> April – <b>Second Test Examination – Undergraduate Classes/ Postgraduate Classes</b>					

**Total Teaching Days in Second Academic Session – 90 in 16 weeks**

### Feedback from Alumni

IQAC of the Institute organized an Alumni meet on 08<sup>th</sup> April 2017 in which 68 members attended the meet. Questionnaire based on the Institute, Alumni and Curriculum was prepared. Feedback was collected under 04 categories – About the Progress of the Institute, Alumni's role in enhancing the quality and strengthening the Institute, Formation of Department wise Alumni and the present Curriculum .From the scores given by the Alumni percentage was calculated.

A key was prepared to assess the scores provided by them. The key is as follows:

Sr. No	About the Institute	Strongly Agree (90 and above)	Agree (70-89)	Neutral Disagree (50-69)	Strongly Disagree (below 50)
01	Progress of the Institute,	91.7%	5.79%	1.44%	1.44%
02	Alumni's role in enhancing the quality and strengthening the Institute	59.80%	38.72%	3.43%	-----
03	Formation of Department wise Alumni	64.70%	36.76%	-----	-----
04	Present Curriculum	66.17%	33.08%	1.47%	0.73%

## PRESENTATION OF BEST PRACTICE

### BEST PRACTICE NO. 1

1.	Title of Practice	:	Teacher Mentor Scheme
2.	Goal	:	To pay personal and individual attention towards students and solving their problems.
3.	The Context	:	Taking cognizance of the problems faced by the students in the Institute like : basic amenities, timings of lectures, availability of books in the library, difficulty in understanding particular subject, internet and lab facilities, other students personal grievances etc., there was a need to initiate "Teacher Mentor Scheme".
4.	The Practice	:	<p>Batch of 20 students of B.A. Part I are allotted to all the faculty members of the Institute, so as they can pay much attention to the individual need of the allotted to them. The teacher in-charge then organizes meetings of the given students at her/his convenience and maintain their record. The teacher is given the full liberty to handle the problems/ grievances of students. These set of students were taken care till B.A. Part III.</p> <p>For the Post-Graduation program grievances of every student are catered to by the respective Department faculty.</p>
5.	Evidence of Success	:	<ul style="list-style-type: none"> <li>• Attendance of students has been improved.</li> </ul>
			<ul style="list-style-type: none"> <li>• Students have become more extrovert.</li> </ul>
			<ul style="list-style-type: none"> <li>• Increased enthusiastic participation in extra curricular activities.</li> </ul>
			<ul style="list-style-type: none"> <li>• Competitive advantage over other college students in term of confidence quality.</li> </ul>
6.	Problems Encountered and Resources required	:	<ul style="list-style-type: none"> <li>• Increase in the working hours in the library</li> </ul>
			<ul style="list-style-type: none"> <li>• Internet facilities</li> </ul>
			<ul style="list-style-type: none"> <li>• Students were allotted batches to perform practicals in accordance to their convenience resulting in decrease of problems.</li> </ul>

## BEST PRACTICE NO. 2

1.	Title of Practice	:	Earn while Learn
2.	Goal	:	<ul style="list-style-type: none"> <li>To provide students with professional working experience.</li> </ul>
			<ul style="list-style-type: none"> <li>Motivate students to use their core competency.</li> </ul>
			<ul style="list-style-type: none"> <li>Monetary incentive to develop interest.</li> </ul>
3.	The Context	:	Students are given an opportunity to work out of their classroom managing real time situation such as entering relevant data with respective to student library, managing the way in which the library operates, systematic arrangement of vehicles in the cycle stand and taking control of the institutes discipline.
4.	The Practice	:	Beyond their classroom hours, for every hour students devote for the institutes work. Students are reasonably incentivised.
5.	Evidence of Success	:	<ul style="list-style-type: none"> <li>Students take interest in working of the institute.</li> </ul>
			<ul style="list-style-type: none"> <li>This practice showcases self-sufficiency on the Institutes part - utilizing the potential of our students for different types of Institutional activities.</li> </ul>
6.	Problems Encountered and Resources required	:	<ul style="list-style-type: none"> <li>Faculty guidance with respect to the quality of work.</li> </ul>
			<ul style="list-style-type: none"> <li>Trouble shooting the problems faced by the students while working.</li> </ul>
			<ul style="list-style-type: none"> <li>Availability of each student for this kind of work varies significantly depending upon this academic schedule.</li> </ul>
			<ul style="list-style-type: none"> <li>Low monetary gain.</li> </ul>
7.	Contact Details	:	
	Name of the Principal/ Director	:	Dr. Sunetra B. Maharaj (Patil)
	Name of the Institution	:	Vasantrao Naik Government Institute of Arts and Social Sciences, Nagpur.
	City	:	Nagpur
	Pin Code	:	440001
	Accredited Status	:	A
	Work Phone	:	0712 - 2565658/2523288
	Website	:	www.vngiassnagpur.org
	Mobile	:	09975849004
	Fax	:	
	E-mail	:	directorvngiass@yahoo.com