The Annual Quality Assurance Report (AQAR) of the IQAC

2014 -2015

Part – A

1. Details of the Institution

1.1 Name of the Institution

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

1.2 Address Line 1

> Opposite to Vidhan Bhawan

Address Line 2

> Pt . Jawaharlal Nehru Marg

City/Town

> Nagpur

State

> Maharashtra

Pin Code

> 440001

Institution e-mail address

> directorvngiass@yahoo.com

Contact Nos.

> 7038180772

Name of the Head of the Institution:

> Dr. Bhau Daydar

Tel. No. with STD Code:

> 0712 – 2565658 / 2523288

Mobile:

> 7038180772

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. MHCOGN 18879)

12100

1.4 NAAC Executive Committee No. & Date:

EC/62/RAR/036

1.5 Website address:

www.vngiassnagpur.org

Web-link of the AQAR:

www.vngiassnagpur.org/aqar.html

For ex. http://www.ladykeanecollege.edu.in/AQAR201213.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B+	76.00	2004	2004-2012
2	2nd Cycle	A	3.01	2012	2012-2017
3	3rd Cycle				
4	4th Cycle				

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

01/06/1985

1.8 AQAR for the year *(for example 2010-11)* **2014**

2014 – 2015

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

    i. AQAR 2013- 14 submitted to NAAC on 13-11-2014

1.10 Institutional Status

    University   State [√] Central [ ] Deemed [ ] Private [ ]

    Affiliated College   Yes [√] No [ ]

    Constituent College   [ ] [√]

    Autonomous college of UGC Yes [ ] No [√]

    Regulatory Agency approved Institution   Yes [ ] No [√]

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

    Type of Institution   Co-education [√] Men [ ] Women [ ]

    Urban [√] Rural [ ] Tribal [ ]

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

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

1.11 Type of Faculty/Programme

    Arts [√]   Science [ ] Commerce [ ] Law [ ] PEI (PhysEdu) [ ]

    TEI (Edu) [ ] Engineering [ ] Health Science [ ] Management [ ]

    Others   (Specify)   Social Sciences

1.12 Name of the Affiliating University *(for the Colleges)*   RashtrasantTukadojiMaharaj Nagpur University, Nagpur.

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

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

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

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

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

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

UGC-COP Programmes | - |

2. IQAC Composition and Activities

2.1 No. of Teachers | 09 |

2.2 No.of Administrative/Technical staff | 02 |

2.3 No. of students | 02 |

2.4 No. of Management representatives | 01 |

2.5 No. of Alumni | 02 |

2. 6 No. of any other stakeholder and

community representatives | 02 |

2.7 No. of Employers/ Industrialists | 02 |

2.8 No. of other External Experts | 02 |

2.9 Total No. of members | 17 |

2.10 No. of IQAC meetings held | 06 |

2.11 No. of meetings with various stakeholders   No. | 02 | Faculty | 03 |

Non-Teaching Staff Students | 01 | Alumni | 02 | Others | |

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

If yes, mention the amount | 3 Lakhs | | | | |

2.13 Seminars and Conferences (only quality related)

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

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

(ii) Themes | - |

2.14 Significant Activities and contributions made by IQAC

Health and hygiene awareness programme for the girl students 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
• Commencement of departmental libraries with assistance of alumni. • To conduct 1 day workshop on Academic Audit.	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 Administrative 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	15			
PG	13			
UG	18			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others	01-UG & PG Psychology IGNOU			Merged schemes of UGC 02 (Entry in services + NET)
Total	46+01			

Interdisciplinary	1			
Innovative				

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.

- The Institute is affiliated to RashtrasantTukadojiMaharaj Nagpur University, Nagpur, hence the faculty do not have flexibility in revision and update of syllabi.
- Some faculty members are chairman and member of Board of Studies and hence have contributed in updating and revision of syllabi .

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

Recognition as Centre for Higher Learning and Research affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
53	44	09		02

2.2 No. of permanent faculty with Ph.D.

36

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
44	15	09						53	15

2.4 No. of Guest and Visiting faculty and Temporary faculty

68-CHB

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	27	50	15
Presented papers	44	56	09
Resource Persons	-	08	03

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

Role play method, Discussion method and Power Point presentations

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)

Open Book, Test Examination

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

18   14

2.10 Average percentage of attendance of students

84.71

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	2045	4.30	10.41	28.50	26	69
B.A. Part II	1507	3.64	13.20	29.32	23.49	69
B.A. Part III	1337	1.34	13.61	36	25.72	76.29
M.A. Part I	589	7.97	18.50	27.33	9.16	62.98
M.A. Part II	402	13.68	26.36	23.88	10.69	75.62

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

- Keeps a check on the classes as per the time table .

- Faculty is advised to take extra classes if course not completed not disturbing the working of the Institute.

- Record of unit test/open book exam/class tests/test exam is maintained by every teacher in the department.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	08
UGC – Faculty Improvement Programme	02
HRD programmes	02
Orientation programmes	02
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	

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	29	07	-	-
Technical Staff	05	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

- Encouraging the faculty members to take up major or minor research projects.
- Organizing meetings/workshops/seminars focused on quality research
- Organizing interactive sessions with eminent personalities from the research area.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		04	-	-
Outlay in Rs. Lakhs		23,88,600/-	-	-

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	02	-	04
Outlay in Rs. Lakhs	3,85,000/-	3,25,000/-	-	-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	19	31	03
Non-Peer Review Journals	-	07	-
e-Journals	10	-	-
Conference proceedings	18	48	04

3.5 Details on Impact factor of publications:

Range [-]   Average [-]   h-index [-]   Nos. in SCOPUS [-]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2014-2015	UGC	17,77,600/-	
Minor Projects	2014-2015	UGC	3,25,000/-	
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify)	2014-2015	HRD Ministry	6.11 Lakhs	
Total				

3.7 No. of books published   i) With ISBN No. | 13 | Chapters in Edited Books | 14 |

ii) Without ISBN No. | 1 |

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	02	-	-	-
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons | 27 |

3.13 No. of collaborations   International | 01 | National | 01 | Any other | 01 |

3.14 No. of linkages created during this year | |

3.15 Total budget for research for current year in lakhs :

From Funding agency | UGC | From Management of University/College | - |

Total | 27,13,600/- |

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
01				01		

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

28

96

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

02

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

JRF 02   SRF   Project Fellows   Any other   03

3.21 No. of students Participated in NSS events:

University level   07   State level   12

National level   03   International level   -

3.22 No. of students participated in NCC events:

University level   -   State level   07

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   -   State level   -

National level   -   International level   -

3.25 No. of Extension activities organized

University forum [01]   College forum [02]

NCC [-]   NSS [-]   Any other [-]

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

- Social Awareness Programmes and programmes related to women issues were oraganised by the women's cell of the institute

- The Institute in collaboration with 'Rotary Club' organized 'Health check up' camp for girls students

- A centre for continuing adult education and Extension affiliated to the department of continuing adult education and extension RashtrasantTukadojiMaharaj Nagpur University, Nagpur has been started in the institute. Students from post graduate departments participate in various activities and projects are carried out by this centre .

- Women's cell of the Institute organised a lecture on 'Organ Donation'

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	74,479.12 sq m	-	State Govt.	74,479.12 sq m
Class rooms	28	0	State Govt.	28
Laboratories	03	0	State Govt.	03
Seminar Halls	03	05	State Govt.	08
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.		11	State Govt.	08
Value of the equipment purchased during the year (Rs. in Lakhs)		239000	State Govt.	239000
Others				

4.2 Computerization of administration and library

Partially automated

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	1348	3,01,630	473	50,000	1821	35,1630
Reference Books	5456	13,93,631	252	75,000	5708	14,68,631
e-Books	2500	5000	80409	-	82909	5000
Journals	78	75670.99	-	-	78	75,670.99
e-Journals	9619	5000	5902	5000	15529	10,000
Digital Database	-		-	-		
CD & Video	123					
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart -ments	Others
Existing	80	01	80	80	01	12	20	NSS+ IQAC 02
Added	03	-	03	03	-	-	-	-
Total	83	01	83	83	01	12	20	02

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

> Individual Departments are provided with computer and internet facility . Training is provided to faculty and students in preparing teaching aid ,ppt's etc.

4.6 Amount spent on maintenance in lakhs :

i) ICT

9000/-

ii) Campus Infrastructure and facilities

1,0000000/-

iii) Equipments

3,77,000/-

iv) Others

-

Total :

103,86,000/-

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC arranges interactive sessions with the various Heads of the Department and through exchange of information of ideas the various support services for students are enumerated.
- The students are made aware about the various awards , scholarships and financial assistance available for them. Financial support is also extended by the faculty to the students with financial difficulties.
- The students are made aware about various job opportunities by arranging interactive sessions with the experts in various fields.
- Skill development programmes are organised.
- Slow learners are identified and are encouraged to avail help provided by faculty.
- Students are encouraged to participate in competitions, workshops, conferences, seminars at regional, state and national level.

5.2 Efforts made by the institution for tracking the progression

- Result analysis is mandatory for every department .
- Feedback from students, parents, alumni.
- Evaluation of students progress on daily basis in classroom teaching learning process.
- Comparison of results from one test to another.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1099	904	27	-

(b) No. of students outside the state

-

(c) No. of international students

-

	No	%			No	%
Men	-	-	Women		-	-

	Last Year						This Year				
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
349	470	309	869	04	2001	368	442	342	850	02	2004

Demand ratio   1:1   Dropout % 7.70%

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

- Free guidance for competitive examination such as NET, SET, UPSC, MPSC to SC, ST , OBC, Minority and physically challenged students of the Institute.

No. of students beneficiaries   120

5.5 No. of students qualified in these examinations

NET   10   SET/SLET   0   GATE   -   CAT   -

IAS/IPS etc   -   State PSC   -   UPSC   -   Others   -

5.6 Details of student counselling and career guidance

- Career counselling .
- There is no formal placement cell. The faculty of the department provides information and guidance to the students about the job opportunities in various related fields. Since the curriculum includes skill development, the students are provided information about small scale entrepreneurship
- The department conducts workshops for the benefits of the girl students that encourages personality enhancement , ICET programmes in human rights , stress management , sex education, Premarital counselling , mental health etc.

No. of students benefitted   48

5.7 Details of campus placement

On campus			*Off Campus*
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	03

5.8 Details of gender sensitization programmes

- There is a women's cell and prevention of sexual harassment cell. These cells in collaboration with departments organises various programmes and also deals with any complaint that are registered. The programmes are mainly focused on –
  - I.   Domestic violence and violence at work place .
  - II. Awareness regarding laws favouring women.
  - III. Pre marital counselling.

5.9 Students Activities

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

State/ University level | 21/20 | National level | 09 | International level | 03 |

No. of students participated in cultural events

State/ University level | 06/100 | National level | 06 | International level | - |

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

| - |

Sports : State/ University level | 01 | National level | - | International level

Cultural: State/ University level | 02/06 | National level | 05 | International level | - |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	910 sanctioned	50,99,629/-
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 | 6 | National level | - | International level | - |

5.12   No. of social initiatives undertaken by the students | 17 |

5.13 Major grievances of students (if any) redressed: The Institute has a grievance cell and each department has placed a suggestion box, wherein the students are asked to write and put their grievances in the box. These are checked and redressed by the committee. Sometimes the grievances are also redressed at personal level.

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.
> - Inculcating a value system among students.

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

> - Being government Institute management system does not exist. But the relevant information is forwarded to the Joint Director of Higher Education.
> - The Institute also has a Local Enquiry Committee and Local Advisory committee that provides important feedback and vice-versa.

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

6.3.1   Curriculum Development

> Feed back from students, parents and alumni as well as information regarding the requirement by industries with regard to life skill is obtained and while framing the curriculum these are considered.

6.3.2   Teaching and Learning

- Quality improvement is brought about in teaching by adopting technology, various evaluation methods and an exposure to the outer environment besides class room teaching. Quality of learning is improved due to the new strategies adopted in teaching opportunity is provided to the students to express themselves in various ways confirming the effectiveness of teaching methods.
- Teachers are encouraged to attend seminars, conferences and workshops which helps them in upgrading their knowledge and skills.

6.3.3   Examination and Evaluation

- Quality improvement is brought about by implementing innovative method of conducting exams, such as open book exam, test exams, unit test, surprise test and class test.
- Evaluation :
- Paper correction by teachers as well as by student themselves.
- Self evaluation by students.
- Evaluation of some papers of test exam are done by faculty members of other colleges. The result obtained is then conveyed to the student.

6.3.4   Research and Development

> Every faculty member is encouraged to take up minor or major research project. Timely meetings are conducted by the Director of the Institute as well as the co-ordinator - IQAC and a feed back about the progress of Research is taken a note of.

6.3.5   Library, ICT and physical infrastructure / instrumentation

> Library is updated by purchasing relevant books and journals.

6.3.6   Human Resource Management

- Faculty members attend Refresher and Orientation courses.
- 04 faculty members attended the Basic Training Programme by YASHADA , Pune.

6.3.7 Faculty and Staff recruitment

Recruitment is carried out by the MPSC. In case of vacancies - the Director of Higher Education, Pune, permits Adhoc appointments so that the functioning of teaching - learning process is not affected.

6.3.8 Industry Interaction / Collaboration

Industry interaction is encouraged so as to encourage human resource development. Being a social Science Institute, development of life skill is encouraged so as to create opportunities of employment is non-technical posts.

6.3.9 Admission of Students

- Admission process is managed by the Admission Committee appointed by the director of the institute.
- Merit list is displayed in order to encourage impartial and transparency in admission of students.

6.4 Welfare schemes for

Teaching	
Non teaching	
Students	01

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			√	College Commiittee
Administrative	√	Auditor General		

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

For UG Programmes   Yes [   ] No [√]

For PG Programmes   Yes [   ] No [√]

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

> NA

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

> NA

6.11 Activities and support from the Alumni Association

- Alumni of the Institute are invited to share their knowledge and experience with the students. They are also invited to organise skill and knowledge based programmes for the students.
- Books are donated by the Alumni.
- Alumni provides constant feed back in the way of job opportunity available to the students.

6.12 Activities and support from the Parent – Teacher Association

- Feed back from parents regarding curriculum, discipline, quality of teaching, wards progress, sharing of report of feed back is provided.
- Parents Teacher Meeting is organised twice a year.

6.13 Development programmes for support staff

> Nil

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

- Vermicomposting
- Growing Herbal Plants.
- Environment books and brochures are mainly distributed to the students at regular intervals.
- Movies and programmes emphasising the effect of war on human as well as on environment are shown to the students.
- Actual behaviour of students towards environment is also assessed and then counselling is provided so that the gap between the knowledge as well as the actual behaviour is bridged.
- Judicious use of water.

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.

- Dept. of Home Economics has taken up the task of educating girl students about the laws favouring women. In order to create social awareness the students are encouraged to present skits on various social aspects in collaboration with various NGO's national and international organization. The department has worked for students and staff member of the Institute.
- Inter-Disciplinary session for the students on 'Education system in US and India was organised by Department of Hindi and Home-Economics.
- Various Departments of the Institute works for slow learners and academically bright students.
- Voting Awareness ,Anti corruption , De-Addiction , Save Food Campaign by NSS students.
- Awareness programme on 'Importance of Organ Donation ' organised by Women's cell of the Institute.

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

Department of Psychology is giving guidance and counselling to students and teachers and others at Departmental level.

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

- Services are provided by ex-students of the Institute at Department Level.

- 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.
- NCC Parade in the premises is carried out for the college students and others.

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

7.4 Contribution to environmental awareness / protection

- Awareness programmes ,workshops, seminars on Environment protection and awareness are organised by various departments of the Institute.
- 'SWACHTA ABHIYAN' was organised on 2nd October 2014.

7.5 Whether environmental audit was conducted?   Yes ☐   No ☑

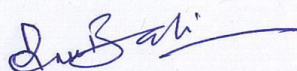7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

> SWOC analysis is conducted every year by each of the department individually and then pooled together to form a strategy for improvement. The Institute firmly follows the doctrin of "charity begins at home" hence before carrying out extension activities outside the premises, the students and staff of the Institute carry out social awareness programmes in the Institute premises itself.
> - The research activities carried out are large in number and have social implications.

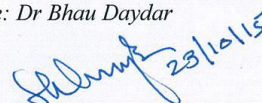## 8. Plans of institution for next year

> - To establish a Language lab.
> - Expansion of Department of Home-Economics.
> - To start a Students corner in the premises to meet the needs of the students at concessional rates.
> - Uniform for UG and PG students.
> - Digital Classrooms.
> - Department of Physical Education to start the 'Yoga Centre' for the Faculty members.

Name: Dr. Renu Bali   Name: Dr Bhau Daydar

                                                                                          23/10/15

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

                                                                DIRECTOR
                                                Vasantrao Naik Govt. Instt.
                                                of Arts and Social Sciences
                                                        NAGPUR.

Note: Annexures attached

i. Academic Calendar

ii. Analysis of the Feed Back

iii. Best Practices

Vasantrao Naik Government Institute of Arts and Social Sciences, Nagpur

Calendar for the Academic Session 2014-15

First Academic session – 17th June to 20th October 2014

Month	Dates	Total Weeks	Total Days	Teaching Days	Holidays
June- 2014	17th to 25th	1.5	08	**Admission process**	---------------
June 2014/ July- 2014	26th to 30th / 1st to 26th	4.5	31	27	---------------
July/August 2014	28thJuly- 2nd Aug.	01	05	05	Ramzaan Ed; 29-07-2015
August 2014	4th to 30st	3.5	24	21	15th Aug. 18.08. Pateti 29.08. Ganesh
September 2014	1st to 29th	3.5	25	24	03.09. Mahalaxmi
30 th September	**Laxmi Narayan Day**				
October 2014	1st to 20th	03	17	14	2nd Oct Dusshera.03rd oct. Bakri Ed. 06th Oct.
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 17 weeks

Diwali Vacation- 20th October 2014 to 20th November 2014

Vasantrao Naik Government Institute of Arts and Social Sciences, Nagpur

Calendar for the Academic Session 2014-15

Second Academic Session – 21st November 2014 to 30th April 2015

Test Examination for the first session Thursday 20st November to Saturday 22nd November					
Month	Dates	Total Weeks	Total Days	Teaching Days	Holidays
November 2014	24th to 29th	01	07	06	--------
December 2014	01st to 31st December 2014	4.5	31	26	Christmas
January 2015	01st to 31st January	4.5	31	23	Republic Day
15th, 16th and 17th January 2015- **Gathering**					
February 2015	1st to 28th	04	23	22	Shiv Jayanti 17.02 Mahashivratri
March 2015	1st to 17th	02	17	13	06.03. Holi
18th March to 25th March – **Second Test Examination** **21st March Gudi Padwa**					

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

Feedback of Faculty Members by the Students

Student –Teacher Feedback helps in understanding the quality of the teacher as judged by the students. It is the important source of information to evaluate and improve the teaching effectiveness.

Name of The Faculty Member	Qualities				Average (%)
	Punctuality (%)	Knowledge (%)	Motivation (%)	Generousness (%)	
Dr. K.R. Singhel	97	97.25	96.75	97.5	97.25
Dr.S.B. Barure	97.25	97.25	96.25	97.5	97
Dr. H.G. Tapadia	97	97.25	96.25	95	96.25
Mr. M.T.Kumbhare	95	97.25	87.5	87.5	91.75
Dr. Khalida Nigar	100	100	100	100	100
Dr. R. A. Sheikh	95.75	97.25	97.25	96.75	96.25
Dr. A. S. Shende	97	97	96.5	95.75	96.5
Dr. V. Dubule	97.25	97	96.75	96	96.75
Dr. Milli Baby	100	97.25	97	97.5	98
Dr. Renu Bali	99.5	97.25	95.75	99.5	99.5
Mrs. Shailaja Khorgade	95.75	96.75	97.25	95	95.75
Dr.R. D.Maradkar	97.5	97.25	97	95.25	96.5
Ms. Reena Bawankule	95.5	95.75	95.75	95.25	95.75
Dr. J.G. Katkar	95.25	97.25	96.75	96	96.25
Dr. Vishakha Kamble	90.5	96.25	90.75	88.75	90.25
Dr. Sadhana Deshpande	97.25	95.5	97.5	92.5	95.75
Dr. Megha Sawarkar	100	97.25	100	100	99.25
Dr. Seema Malewar	92.5	96.5	92.5	95.5	93
Dr. Sujata Damke	90.5	95.5	92.5	97.25	94
Dr. Sushama Damodare	95.75	97.25	91.5	92.5	94.25
Dr. A.V. Talmale	95.25	96.5	92.5	92.5	94.25
Dr. Afaroz Jabeen	91	96.5	89.5	92	90.5
Dr. Sarosha Quazi	100	97.25	96.75	96.75	97.75
Dr. A.R. Pawar	83.25	91.75	86.75	85.5	86.75
Dr. O.M. Tompe	84.75	97.25	90	85	89.25
Mr. R.V. Bavge	88	94.75	95	92.5	92
Dr. A.C. Bankar	90.75	96.5	97.5	95	95
Dr. A. K. Chunarkar	92.5	95.5	96.25	98	91.25
Mr. S.N. Kaninde	92.5	97.75	88	86.25	90.75
Dr. N.G. Rathod	97.25	97.25	92.5	92.5	95
Mr. D. D.Gadekar	92.5	95.25	87.5	87.5	90.75
Dr. F. Haidari	88	95.25	85.25	86.25	89
Smt. Sanghmitra Pise	100	97	99	92.25	97

Dr. Anuradha Nisal	99.5	99.75	99	99.5	99.5
Dr. Advita Deshmukh	99.5	100	99	99.5	99.5
Mrs. Sdhana Patil	100	99.5	98	98.25	99
Dr. Sandhya Deole	99.5	97.5	97.25	97.75	98
Dr. Aparna Agnihotri	100	100	100	100	100
Dr. Sujata Vyas	100	100	100	100	100
Dr. Sadhana Shiledar	100	100	100	100	100
Dr. Poonam Divase	98	100	97.75	100	98.75
Dr. P.K.s Lakhe	100	100	98.25	97.75	99
Dr. H.A. Hudda	98.25	100	98.25	100	99
Average	92.75	94.25	92.25	92.25	92.75

The Questionnaire for Student- Teacher feedback had questions regarding punctuality, in depth knowledge of the subject, motivation given and generousness of the teacher. The feedback reflects the teaching performance as rated by the students is 92.75% which comes in the category of 'Excellent'.

Feedback from Parents, Students and Alumni

Questionnaires were prepared to take feedback from parents, Students and Alumni. From the responses given by the parents the scores, average and percentage were calculated. A key was prepared to assess the scores provided by the feedback. The key is as follows.

Key

S. No.	Percentage of Scores	Result
1	90 and Above	Excellent
2	80- 89	Very Good
3	70-79	Good
4	60-69	Average
5	50-59	Fair
6	Below 50	Poor

Feedback from Parents

Questionnaire was prepared to take feedback from parents. The questionnaire was divided into two parts. Some questions were related to the Institute and others were related to the Department. From the responses given by the parents the scores, average and percentage were calculated. A key was prepared to assess the scores provided by the feedback.

S. No.	Name of the Department	Rating of the Institute (%)	Rating of the Department (%)
1	English	85	83
2	Marathi	85	90
3	Hindi	85.25	92.5
4	Sanskrit	74.25	83
5	Pali	85	87.5
6	Persian	95	100
7	Arabic	90	100
8	Urdu	95	97.5
9	Geography	81.25	85
10	Home Economics	89.50	91.50
11	Music	90	90
12	Psychology	85.25	92.5
13	Political Science	70	85
14	History	85.25	87
15	Sociology	72.5	83
16	Philosophy	92.5	97.5
17	Ancient Indian History and Culture	74.5	80
	Average	84.50	89.97

The Feedback received from the parents of the students is very encouraging. They have rated the Institute at 84.5 %and the Department at 89.97 %. Both the sores indicate 'Very Good' category of scores. This indicates that the parents trust the Institute and are confident that their children are in safe and healthy environment. They appreciate and trust that their ward is being provided education as per their expectations.

Feedback from the Students

A questionnaire was prepared to take feedback from the students about the various facilities being provided by the Institute. These facilities were rated by the students.

S. No.	Facilities Provided by the Institute	Rating By the Students (%)
1	Library Facility	74.5
2	Sports Facility	71.75
3	Personal Counselling	69.75
4	Career Counselling	69
5	Hostel Facility	67.5
6	Canteen Facility	67
7	Drinking Water	66.5
8	Office Services	66.25
9	Placement Cell	63
10	Toilet Facility	5.25

The Feedback received from the students regarding the various facilities being provided by the Institute reflects varied picture. Library facility (74.5%), Sports (71.75%) and Personal Counselling (69.75%) fall in the category of 'Good'. Their opinion regarding the other facilities except the toilet facility falls in the category of 'Average'. Toilet Facility has been rated as 'Fair' by the students. This indicates that although their opinion regarding the facilities is good, there is a scope and need for improvement to be made in all these facilities.

Feedback by the Alumni of the Institute

        The Institute had a brilliant past of 128 years which helped us build a very strong alumni who support in various fields. The feedback received showed the following results.

        The alumni have rated the Institute at 92.75% which indicates 'Excellent' category. Most of them contribute in enhancing the quality of the Institute by donating books and articles and by providing expertise in respective field. This feedback has led to new insight like, practical departments are benefitting immensely through these alumni.

Feedback from Parents

Sr. No.	Name of the Department	Rating of the Institute	Rating of the Department
01	English	3.35 (83.7%)	3.29 (82.25%)
02	Hindi	3.36 (84%)	3.29 (82.25%)
03	Marathi	3.51 (88%)	3.47 (87%)
04	Pali and Prakrit	3.66 (91.5%)	3.61 (90%)
05	Sanskrit	2.80 (70%)	3.07 (76.8%)
06	Urdu	3.69 (92%)	3.81 (95%)
07	Arabic	3.35 (83.7%)	3.76 (94%)
08	Persian	3.51 (88%)	3.47 (87%)
09	Psychology	3.33 (83%)	3.47 (87%)
10	Geography	3.33 (83%)	3.56 (89%)
11	Music	3.69 (92%)	3.81(95%)
12	Home Economics	3.66 (91.5%)	3.76 (94%)
13	Political Science	3.33 (83%)	3.47 (87%)
14	Philosophy	3.69 (92%)	3.81(95%)
15	History	3.38 (84.55%)	3.56 (89.45%)
16	Sociology	2.99 (74.9%)	3.16 (79.15%)
17.	Ancient Indian History and Culture	3.69 (92%)	3.07 (76.8%)
	Total	**84.73 %**	**87.39 %**

Very encouraging feedback has been received from the parents of the students of the Institute. While they have rated the Institute at **84.7 %**, the Departments have been rated **87.39 %.** Both the scores indicate" **Very Good"** category of scores. It is heartening to know that parents appreciate and value the Institute as whole and it also indicates that they trust the Institute as a place where they are confident that their children are safe and are being provided education in accordance with their expectations.

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.
3.	The Context	:	Taking cognigence 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	:	Batch of 20 students of B.A. part I, II & III 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. For the post graduation program grievances of every student are catered to by the respective department faculty.
5.	Evidence of Success	:	• Attendance of students has been improved.
			• Students have become more extrovert.
			• Increased enthusiastic participation in extra curricular activities.
			• Competitive advantage over other college students in term of confidence quality.
6.	Problems Encountered and Resources required	:	• Increase in the working hours in the library
			• Internet facilities
			• Students were allotted batches to perform practicals in accordance to their convenience resulting in decrease of problems.
			• Open access of books by students in the library

BEST PRACTICE NO. 2

1.	Title of Practice	:	Earn while Learn
2.	Goal	:	• To provide students with professional working experience .
			• Motivate students to use their core competency.
			• Monetary incentive to develop interest.
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, data operator 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	:	• Students take interest in working of the institute.
			• This practice showcases self sufficiency on the institutes part - utilizing the potential of our students for different types of institutional activities.
6.	Problems Encountered and Resources required	:	• Faculty guidance with respect to the quality of work.
			• Trouble shooting the problems faced by the students while working.
			• Availability of each student for this kind of work varies significantly depending upon this academic schedule.
			• Low monetary gain.
7.	Contact Details	:	
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	City	:	Nagpur
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