

**The Annual Quality Assurance Report (AQAR) of the IQAC
2015 - 2016**

Part – A

1. Details of the Institution

1.1 Name of the Institution:

Vasantrya 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:

directorvngiass@yahoo.com

Contact Nos.:

9975849004

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:

renubaliindia@rediffmail.com

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

12100

EC/62/RAR/036

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

1.5 Website address:

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 st Cycle	B ⁺	76.00	2004	2004 - 2012
2	2 nd Cycle	A	3.01	2012	2012 - 2017 (Jan. 04,2018)
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC:

DD/MM/YYYY

01/06/1985

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

2015 - 16

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

i. AQAR 2014 - 2015 submitted to NAAC on 02-11-2015

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

University with Potential for Excellence	<input type="text" value="-"/>	UGC-CPE	<input type="text" value="-"/>
DST Star Scheme	<input type="text" value="-"/>	UGC-CE	<input type="text" value="-"/>
UGC-Special Assistance Programme	<input type="text" value="-"/>	DST-FIST	<input type="text" value="-"/>
UGC-Innovative PG programmes	<input type="text" value="-"/>	Any other (<i>Specify</i>)	<input type="text" value="-"/>
UGC-COP Programmes	<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="02"/>
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="-"/>
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"/>
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(ii) Themes

Role of Academic Audit for Up Gradation and Sustenance of Quality in Higher Education Institutions.

2.14 Significant Activities and contributions made by IQAC

- Conducted 01 day National Seminar.
- Conducted 01 day Workshop for Teaching faculty.
- Organised Guest Lecture for Teaching faculty.

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 National Seminar on Academic Audit	Achieved
To conduct ICT Programmes for Teaching Staff and Non-teaching Staff	
To conduct a Workshop on SWOC Analysis for Teaching Staff	Achieved
To organised a Guest Lecture on Best Practices in Higher Education Institutions for Re-Accreditation	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	14		Nil	
PG	13			
UG	18			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others	01-UG Psychology IGNOU			
Total	46 + 03			
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 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.

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

- Students Corner
- One additional unit of 50 students in NCC

Criterion – II

2. Teaching, Learning and Evaluation

2.1	Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
		61	50	11	-	-

2.2	No. of permanent faculty with Ph.D.	42
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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
		50	-	11	Nil	-	Nil	-	-	-61	20

2.4	No. of Guest and Visiting faculty and Temporary faculty	-	-	52 CHB
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	11	62	24
Presented papers	49	48	12
Resource Persons	-	07	04

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

- Power Point Presentation
- Maximum use of ICT and use of Smart Classrooms for teaching.

2.7	Total No. of actual teaching days during this academic year	180
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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
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2.9	No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop	21	02	
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2.10	Average percentage of attendance of students	85.40
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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	2007	1.94	7.97	21.17	25.26	56.35
B.A. Part II	1523	5.18	14.64	27.18	25.93	73.00
B.A. Part III	1109	3.87	11.27	36.88	29.39	81.42
M.A. Part I	754	11.80	14.98	30.15	12.20	69.48
M.A. Part II	599	12.85	26.87	30.71	11.80	81.61

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

- Every Department is advised to make use of ICT while teaching.
- Course is completed in time.
- Record of Unit test/Open Book test/Class tests/Test examination 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	10
UGC – Faculty Improvement Programme	02
HRD programmes	01
Orientation programmes	01
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	03

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

- Organizing Workshops/Seminars focussed on Quality Research.
- Encouraging the faculty members to take up research projects.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	-	-	-
Outlay in Rs. Lakhs	14,27,000/-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	03	-	-
Outlay in Rs. Lakhs	45,000/-	5,65,000/-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	08	22	-
Non-Peer Review Journals	-	20	02
e-Journals	07	02	-
Conference proceedings	03	14	-

3.5 Details on Impact factor of publications:

Range	2.147/2.2030/3.102/3.4052	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	2015	UGC	14,27,000/-	30,91,000/-
Minor Projects	2015	UGC	7,10,000/-	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)				
Total			21,07,000/-	34,26,000/-

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	-	-	01	01
Sponsoring agencies	Higher Education & Research Society, Navi Mumbai	-	-	ICSSR, New Delhi	Partial funding by the Institute

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

27

26

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 03

SRF 03

Project Fellows 01

Any other 03

3.21 No. of students Participated in NSS events:

University level 35

State level 09

National level 29

International level -

3.22 No. of students participated in NCC events:

University level 100

State level -

National level -

International level -

3.23 No. of Awards won in NSS:

University level 01

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 07

College forum 05

NCC 03

NSS 16

Any other 04

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

- Awareness Programmes for the students was organized by NSS.
- Department of Home Economics organized 3 days Workshop "Swayamsiddha" for the Post Graduate Students of the Department. Students also made Rakhis for Jawans.
- Department of Music celebrated 62nd Foundation Day/Diamond Jubilee Year, Alumni of the Department enthusiastically participated in all the events.
- Department of English organized Plantation Programmes and students of the department worked as writer for blind student of Railway Exam.
- Students of Department of Hindi visited Old Age Home and distributed sweets.
- Department of Arabic & Urdu guided workers regarding their financial & legal rights and against domestic violence.

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	18252 sq.m.			
Class rooms	62		DPC	62
Laboratories	04		Old	04
Seminar Halls	05 + 01	05	DPC	05 + 01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				110
Value of the equipment purchased during the year (Rs. in Lakhs)	-	3,19,121/-	State Plan	3,19,121/-
Others		Library Renovation	DPC	1,00,00,000

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	4880	-	-	-	4880	-
Reference Books	73426	6922851/-	3882	1625259/-	77308	8548110/-
e-Books	80409	-	-	-	13500	-
Journals	-	-	-	5750/-	-	5750/-
e-Journals	5902	5000/-	6000	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	122	-	-	-	122	-
Others (specify) Thesis & Dissertation	-	-	163	-	163	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	108	01	108	108	01	12	66	30
Added	-	-	-	-	-	-	-	-
Total	108	01	108	108	01	12	66	30

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

Individual Departments are well-equipped with Computers and WI-Fi

4.6 Amount spent on maintenance in lakhs :

i) ICT

45,000/-

ii) Campus Infrastructure and facilities

1,00,00,000/-

iii) Equipments

33,19,000/-

iv) Others

-

Total :

1,33,64,000/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC arranges interactive sessions with eminent personalities through exchange of information of ideas and various Support Services for students are enumerated.
- The students are made aware about the various awards, scholarships and monetary assistance available for them.
- 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

- Feedback from Students & Parents.
- Evaluation of students progress on daily basis in class room teaching - learning process.
- Class test are arranged in every 15 days.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1056	946	26	09

(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	Total	General	SC	ST	OBC	Physically Challenged	Others	Total
368	442	342	850	02	2004	358	391	379	561	07	144	1840

Demand ratio 1:1

Dropout % : 4.80%

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

Various Departments of the Institute provide free guidance to students for NET, SET, MPSC & Other Competitive Examinations.

No. of students beneficiaries

03

5.5 No. of students qualified in these examinations

NET	06	SET/SLET	07	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	01	UPSC	-	Others	01

5.6 Details of student counselling and career guidance

- Although there is no formal placement cell. Faculty of the department provides information to the students about job opportunities that are available. Since the curriculum includes skill development, the students are provided information about small scale entrepreneurship by arranging Workshops, Seminars and Guest Lectures.
- Faculty of some Departments conducts workshop for the benefits of the girl students on Human Rights, Stress Management, Sex education, Premarital counselling, Mental Health etc.

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	Number of Students Placed	
-	-	-	-	

5.8 Details of gender sensitization programmes

- There is a Women's Cell and Prevention of Sexual Harassment Cell. These cells in collaboration with various departments organizes various programmes for students and also deal with any complaints that are registered.
- Lecture on Mahila Sabalikaran was organized.
- Department of Home Economics organized Poster presentation for girl students on Women Issues/Problems.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	1142	69,78,167/-
Financial support from other sources		
Number of students who received International/ National recognitions	03	

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. Once a month, the grievances are checked and redressed by the committee. 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

Feedback obtained from stake holders like Atudents, Parents and Alumni are collected and considered while framing Curriculum. Curriculum is framed by members of Board of Studies and inputs are provided by the faculty members.

6.3.2 Teaching and Learning

- Quality Enhancement in Teaching and Learning is brought by adopting new methods. While teaching in classrooms use of ICT is practiced as Institute hs few Hi-Tec classrooms and students are encouraged to actively participate in Teaching Learning Process.
- Faculties too are encouraged to attend Seminars, Conferences & Workshops in upgrading their knowledge and skills.

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 Research Committee faculties are encouraged to take up Minor and Major Research Projects.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library is fully renovated and it is now named as Library and Information Resource Centre.
- Reading room is renovated with cubicles for Teachers and Students.
- Library is updated by purchasing relevant books and journals, E-resources are prescribed

6.3.6 Human Resource Management

- Teaching & Non-Teaching members are encouraged to participate in different Training Programmes conducted by Government & YASHDA, Pune.
- Institute has Life Insurance facility for students.

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 and Contributory Teachers 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 skills is encouraged so as to create opportunities of employment.

6.3.9 Admission of Students

- Admission process is managed by the Admission Committee is appointed by the Director of the Institute and transparency is maintained by admitting students on merit basis and reservation policy according to the Government guidelines.

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			<input checked="" type="checkbox"/>	College Committee
Administrative	<input checked="" type="checkbox"/>			

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

- Alumni of the Institute are invited to share their knowledge and experience with the students.
- Books are donated by the Alumni.

6.12 Activities and support from the Parent – Teacher Association

- There is no Parent - Teacher Association.
- 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

- Garden Committee of the Institute take care of Campus.
- Cleaning contract has given on contract basis. They take care about eco-friendly campus.
- Environment books and brochures are mainly distributed to the students at regular intervals to make the campus eco-friendly.

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.

- To motivate students to read more on recent development and issues in literature.
- Recently read books are discussed in class every fortnight and is practised by Department of English, Hindi & Marathi.
- Department of Philosophy invites retired teachers of the Institute and conducts a week long seminar for Post Graduate Students based on the syllabus which is open to all other faculty members and students.

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 making a data base of Central Jail Nagpur inmates by conducting interview based on DSM IV criteria of Mental disorders.
- At the beginning of the session Department of Hindi planned to guide students of Junior College about the future prospects and importance of opting Rashtra Bhasha. Keeping this in mind faculty of the department have started visiting Junior College students monthly.

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 their 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

- Plantation programme by Department of Environment Science and NCC.
- Department of Arabic & Urdu organised Seminar on Importance of Environment.
- Slogan competition was organised on "Nature and Environment Protection".

7.5 Whether environmental audit was conducted?

Yes

☐

No

☒

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

- Department of Music celebrated Golden Jubilee by carrying out various musical programmes by inviting eminent personalities and alumni of the department.
- This Institute Anniversaries/Jayanti of freedom fighters and Leaders who have contributed in making the nation great by conducting programmes on that very day in which all the staff members and students attend and listen to the contribution of that personality by an Expert invited on the occasion.

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

- Language Lab.
- Expansion of Department of Home Economics, Music and Physical Education.
- Up gradation of Practical Laboratories.

Name: **Dr. Renu Bali**

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

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Note : Annexures attached

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

Vasantrao Naik Government Institute of Arts and Social Sciences, Nagpur

Calendar for the Academic Session 2013-14

First Academic session – 17th June to 31st October 2013

Month	Dates	Total Weeks	Total Days	Teaching Days	Holidays
June- 2013	17 th to 30 th	02	12	Admission process	-----
July- 2013	1 st to 27 th	04	24	24	-----
July/August 2013	29 th July-3 rd Aug.	01	06	06	-----
August 2013	5 th to 31 st	3.5	24	22	Ed; 15 th Aug.
September 2013	2 nd to 28 th	3.5	24	22	Ganesh, Mahalaxmi
30 th September	Laxmi Narayan Day				
October 2013	1 st to 24 th	03	20	17	2 nd Oct., PrimksAma, Dashera.
26 th October to 30 th October – First Test Examination					
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 15 weeks

Deepawali Vacation- 1st November to 30th November 2013.

Vasantrao Naik Government Institute of Arts and Social Sciences, Nagpur
Calendar for the Academic Session 2013-14

Second Academic Session – 2nd December to 30th April 2014

Month	Dates	Total Weeks	Total Days	Teaching Days	Holidays
December -2013	2 nd to 28 th	04	24	23	Christmas
Dec-13- Jan-14	30 th Dec to 4 th Jan	01	06	06	
6 th , 7 th and 8 th January 2014- Gathering					
January 2014	9 th , 10 th and 11 th	-----	03	03	
January 2014	13 th to 31 st	03	18	17	Republic Day
February 2014	1 st to 28 th	04	23	21	Shiv Jayanti, ED
1 st March to 6 th March – Second Test Examination					
March 2014	8 th to 30 th	03	21	20	Holi

Total Teaching Days in Second Academic Session – 90 in 15 weeks

Feed Back Analysis of Faculty Members of V.N.G.I.A.S.S. Nagpur

Sr. No.	Name of the Faculty Member	Punctuality (%)	Knowledge (%)	Motivation (%)	Generousness (%)	Total Average
01	Dr. Kapil Singhel	92	93.14	94.85	96	93.99
02	Dr. S. B. Barure	86.66	84.66	87.33	90.66	87.32
03	Dr. Harish Tapadia	93.14	92	94.28	93.71	93.28
04	Mr. Govind Rathod	93.77	96	96.57	96.57	95.72
05	Dr. J. G. Katkar	100	98.4	100	100	99.6
06	Dr. Vishakha Kamble	96.8	94.4	95.2	98.4	96.2
07	Mr. Sudhir More	98.4	98.4	96.8	98.4	98
08	Mr. Uttreshwar Survase	92.8	88.8	92	91.2	91.2
09	Dr. Renu Bali	94.66	92.88	94.22	92.44	93.55
10	Dr. Manohar Kumbhare	85.77	87.33	84	87.77	86.21
11	Dr. Sarosha Quazi	98.4	98.4	100	100	99.2
12	Ms. Musrat Minoo	100	100	100	100	100
13	Mr. Shaikh Imran	100	100	100	100	100
14	Dr. Afaroz Jabeen	94.8	94	95.6	93.2	94.4
15	Dr. A. Agnihotri	90.85	88.57	90.28	88.57	89.56
16	Dr. Sujata Vyas	94.28	92	92	93.71	92.99
17	Dr. S. Shiledar	95.42	89.71	82	87	88.53
18	Dr. Sadhana Deshpande	94	90.66	94	92.66	92.83
19	Dr. Megha Sawarkar	100	99.2	100	99.2	99.6
20	Dr. Sujata Damke	98.4	95.2	92	96.8	95.6
21	Dr. Seema Malewar	97.6	97.6	96.8	96.8	97.2
22	Dr. Sushama Damodare	96.8	100	98.4	99.2	98.6
23	Dr. Avinash Talmale	91.5	88.8	83.2	80.8	86.07
24	Mr. Sandip Masram	90.66	88.66	92.66	94.66	96.66
25	Dr. Sanghmitra Pise	94.4	95.2	94.4	94.4	94.6
26	Dr. Anuradha Nisal	93.71	92	95.71	92.57	93.49
27	Dr. Advita Deshmukh	90	87.2	86	85.6	87.2
28	Ms. Sadhana Patil	92	92.66	90.66	89.33	91.13
29	Dr. Sandhaya Deole	90.4	92	87.2	88.8	89.6
30	Mr. Bandu Patekar	88	87.33	85.33	86	86.66
31	Mr. Gautam Dhuldhule	92.8	90.4	93.6	94.4	92.8
32	Dr. R. D. Maradkar	96.8	94.4	96	94.4	95.4
33	Dr. Sumeru Gondane	92.47	90.82	88.70	91.52	90.87
34	Ms. Reena Bawankule	94.4	90	91.6	91.56	91.9
	Average	94.16	92.96	92.98	93.42	93.38

NOTE:

Considering the NAAC criterions, student-teacher feedback taken from the students of teachers depicts the quality of the teachers as judged by the students and the need of updating of the knowledge by them in their respective fields. The teacher also comes to know his/her short comings and gets a chance to improve himself/herself so that the quality of education is improved for the betterment of the students.

The feedback forms were created in a standard format and about 11 questions were prepared in each format which will depict the punctuality, motivation and innovation in their respective subjects so that a proper record is kept for the particular academic year for the sake of NAAC.

As per the marking for each questions given in the questionnaire form (feedback forms), out of 4 maximum marks for each head (punctuality, motivation and innovation) average was calculated for each head and then final average per teacher was calculated taking into account the averages obtained from each head and then final average of the institute regarding teaching performance was calculated. It comes about to be 96.01%.

Feedback from Students

A questionnaire was prepared to take feedback from parents and students. The questionnaire was divided into two parts where some of the questions were related to the Institute and the others were related to the Departments. From the scores given by the parents and the students, average and percentages were calculated. A key was prepared to assess the scores as provided by the feedback. The key is as follows :

Sr. No.	Facilities Provided by the Institute	Rating by the Students (%)
1	Library Facility	73.08
2	Sports Facility	67.50
3	Personal Counselling	71.75
4	Career Counselling	66.62
5	Hostel Facility	60.00 (68.00)
6	Canteen Facility	55.38
7	Utility & Applicability	74.88
8	Office Services	73.75
9	Placement Cell	54.06
10	Toilet Facility	40.31
11	Essential Services	54.90

The feedback received from the students regarding their opinion of the Institute reflects that the score percentage **73.73 %** falls in the category of **“Good”**. Their opinion of the Department (**71.5%**) too falls in the category of **“Good”**. This opinion is expressed by the students is indicative of the fact that although their opinion is good, there is scope for improvement to be made by the Institute as well as the Departments.

Feedback from Parents

Sr. No.	Name of the Department	Rating of the Institute	Rating of the Department
01	English	86%	82%
02	Hindi	87%	91%
03	Marathi	87.82%	93%
04	Pali and Prakrit	76%	84%
05	Sanskrit	88%	89%
06	Urdu	95%	100%
07	Arabic	92%	100%
08	Persian	96%	98%
09	Psychology	82%	87%
10	Geography	90%	92%
11	Music	90%	93%
12	Home Economics	86%	93%
13	Political Science	72%	87%
14	Philosophy	87%	89%
15	History	74%	84%
16	Sociology	92%	98%
17	Ancient Indian History and Culture	80%	87%
18	Economics	86%	91%
	Total	1555.82	1638
	Average	86.43%	91%

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 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, 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.</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"> Attendance of students has been improved.
			<ul style="list-style-type: none"> Students have become more extrovert.
			<ul style="list-style-type: none"> Increased enthusiastic participation in extra curricular activities.
			<ul style="list-style-type: none"> Competitive advantage over other college students in term of confidence quality.
6.	Problems Encountered and Resources required	:	<ul style="list-style-type: none"> Increase in the working hours in the library
			<ul style="list-style-type: none"> Internet facilities
			<ul style="list-style-type: none"> Students were allotted batches to perform practicals in accordance to their convenience resulting in decrease of problems.

BEST PRACTICE NO. 2

1.	Title of Practice	:	Earn while Learn
2.	Goal	:	<ul style="list-style-type: none"> To provide students with professional working experience .
			<ul style="list-style-type: none"> Motivate students to use their core competency.
			<ul style="list-style-type: none"> 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 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"> Students take interest in working of the institute.
			<ul style="list-style-type: none"> 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	:	<ul style="list-style-type: none"> Faculty guidance with respect to the quality of work.
			<ul style="list-style-type: none"> Trouble shooting the problems faced by the students while working.
			<ul style="list-style-type: none"> Availability of each student for this kind of work varies significantly depending upon this academic schedule.
			<ul style="list-style-type: none"> Low monetary gain.
7.	Contact Details	:	
	Name of the Principal/ Director	:	Dr. R. G. Atram
	Name of the Institution	:	Vasantao Naik Government Institute of Arts and Social Sciences, Nagpur.
	City	:	Nagpur
	Pin Code	:	440001
	Accredited Status	:	A
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