

ANNUAL QUALITY ASSURANCE REPORT

(AQAR 2013-14)

Submitted To

National Assessment and Accreditation Council

(NAAC)



Shri Shivaji Education Society Amravati's

Science College

Congress Nagar, Nagpur-440012(M.S.)

Reaccredited 'A' Grade college by NAAC, Bengaluru

Identified a College with Potential for Excellence by UGC, New Delhi



The Annual Quality Assurance Report (AQAR) of the IQAC 2013-14

Part – A

1. Details of the Institution

1.1 Name of the Institution

Shri Shivaji Education Society Amravati's, Science College,
Congress Nagar, Nagpur

1.2 Address Line 1

Humpy Yard Road, Near Ajani Railway-station Congress
Nagar, Nagpur -440012

Address Line 2

Humpy Yard Road, Near Ajani Railway-station Congress
Nagar, Nagpur -440012

City/Town

Nagpur

State

Maharashtra

Pin Code

440012

Institution e-mail address

shivajiscience_ngp@yahoo.com

Contact Nos.

0712-2423432

Name of the Head of the Institution:

Dr. D. K. Burghate, Principal

Tel. No. with STD Code:

0712-2440955

Mobile:

9422306680

Name of the IQAC Co-ordinator:

Dr. G. R. Avachar

Mobile:

9421845390

IQAC e-mail address:

g.avchar@rediffmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MICOXX 1010167

1.4 NAAC Executive Committee No. & Date:

EC/52/RAR/21 dated 28-03-2010

1.5 Website address:

www.sscnagpur.edu.in

Web-link of the AQAR:

www.sscnagpur.edu.in/AQAR/2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	Five Star	-	15-05-2002	5 Years
2	2 nd Cycle	A Grade	3.19	28-03-2010	5 Years
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

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

15/07/2004

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

2013-14

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 2010-11 submitted to NAAC on 23/06/2011
- ii. AQAR 2011-12 submitted to NAAC on 26/06/2012
- iii. AQAR 2012-13 submitted to NAAC on 28/09/2013

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

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	<input type="text" value="10"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="--"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="--"/>
2.9 Total No. of members	<input type="text" value="16"/>
2.10 No. of IQAC meetings held	<input type="text" value="11"/>
2.11 No. of meetings with various stakeholders:	Faculty <input type="text" value="06"/>
	Non-Teaching Staff <input type="text" value="02"/> Students <input type="text" value="02"/> Alumni <input type="text" value="02"/> Others <input type="text" value="01"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If yes, mention the amount	<input type="text" value="Rs. 3, 00, 000/-"/>
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos.	<input type="text" value="Nil"/> International <input type="text" value="--"/> National <input type="text" value="--"/> State <input type="text" value="--"/> Institution Level <input type="text" value="--"/>
(ii) Themes	<input type="text" value="---"/>

2.14 Significant Activities and contributions made by IQAC

- IQAC reviewed the academic performance and conducted the academic audit of all the departments by visiting the departments
- All Head of the departments and convener of various committees presented their academic performance before IQAC through the power point presentation and IQAC suggested steps to improve overall performance.
- Various academic activities were conducted under the directives of IQAC
- Conducted a conference at national level, seminar and workshops at institute level.
- Guest Lectures of eminent faculty in the respective departments.
- Women Cell organised a cancer awareness programme, workshop on legal awareness about sexual harassment Act 2013, Poster competition on 'The woman: source of strength and inspiration'.
- Organised seminar on Personality development
- Guest lectures on 'communicative skill'
- Awareness programme on 'antisuperstitiousness', Slogan and poster competition on 'Environmental Effect of Ganesh Festival', 'Pollution awareness programme', 'Ozone day' rally, 'Ecofriendly Holi', 'Earthen pot distribution for the birds'
- One week workshop on 'Plant Tissue Culture', Roof Top farming,
- Visit to Home for Handicapped Children, Mentally Retarded student's School' Celebration of 'Joy of giving week',
- Workshop on awareness programme on Road Safety, Eye Check up Camp organised for poor peoples in Yerala village, Aids Awareness programme,
- Teacher Parent meets, workshop on self realisation,
- Arrangement of refreshment for pilgrims visiting to Saint Gajanan Mandir at Shegaon and Diksha Bhoomi at Nagpur,
- Celebration of World Heart Day, World Animal Day, Nutrition Counselling, Celebration of 'Hindi Divas' and 'Organ donation day'
- Research promotion is emphasized.
- Feedback collected from students after the session is over.
- Organised classes for students to appear for NET/SET exams in Chemistry.
- Staff welfare activities are promoted

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
Annexure-I	

* Attach the Academic Calendar of the year as Annexure. **Annexure-II**

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

The statutory body (The Local Managing Committee) approved the AQAR

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	02	--	02	--
PG	05	--	05	--
UG	14	--	01	--
PG Diploma	01	--	01	--
Advanced Diploma	--	---	--	--
Diploma	--	--	--	--
Certificate	05	--	04	--
Others	02 (BCA,MCA)	--	02	--
Total	29	--	15	--
Interdisciplinary	02	--	--	--
Innovative	01	--	--	--

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options: Core
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	20
Trimester	--
Annual	02

- 1.3 Feedback from stakeholders* (On all aspects)
- Alumni Parents Employers Students
- Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure: Annexure-III*

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

Yes: University introduced semester pattern for UG and PG Courses and syllabi is modified.

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	42	16	26	--	--

2.2 No. of permanent faculty with Ph.D. 33

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
	--	12	--	--	--	01 + 02(CAS)	--	--	--	13

2.4 No. of Guest and Visiting faculty and Temporary faculty 15 30 82

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	35	54	03
Presented papers	37	29	--
Resource Persons	01	02	01

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

- Bridge courses in the beginning of the session.
- Students Seminars are organised by various departments.
- LAPTOP and LCD Projector are provided to each department by the management to support ICT
- Establishing the session plan by the depts. for every subject, well before the commencement of each semester.
- Teacher's study materials are shared with students.
- Teaching faculty and students are encouraged to use latest technology such as LCD, internet, etc., in the teaching learning process
- Remedial Classes for weaker students.

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

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) Surprise Test, Quiz Competition on Syllabi

2.9 No. of faculty members involved in curriculum Restructuring /revision /syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 03 02 08

2.10 Average percentage of attendance of students 80

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. Sc. Final	274	04.74	17.88	28.10	02.55	53.27
M. Sc. (Chemistry)	16	00	62.50	00	00	62.50
M. Sc. (Computer Science)	29	00	44.82	17.24	00	62.06
M. Sc. (Microbiology)	21	09.50	61.90	09.5	00	80.95
BCA Final	15	00	06.66	66.66	00	73.32
MCA Final	25	00	100.00	00	00	100.00

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

- Through Bench Marking
- Regular visit of the departments by the Principal and IQAC members to monitor the functioning of the departments.
- Student feedback is done and corrective action taken.
- Result analysis is discussed in IQAC meetings, College Council's meeting and Local Management Committee's meeting.
- Regularly arranges faculty enrichment programmes through seminars and workshops.
- Conduction of unit test, Terminal examination & Test examination.
- By interacting with the students and faculty members on various academic matters.
- By notifying various schemes of UGC meant for betterment of teaching and learning.
- By conducting academic audit of various departments and committees through departmental visit and through their power point presentation before IQAC.
- By proposing various methods to make the teaching more students centric.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	--
HRD programmes	01
Orientation programmes	02
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	02
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	11	06	--	06
Technical Staff	47	12	--	09

Criterion – III

3. Research, Consultancy and Extension

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

- Established Research Committee for monitoring, promoting and to encourage the faculty for research in the concerning subject.
- Projects to M. Sc. II students.
- Arranged guest lecture on research methodology
- Established linkages with institution / organizations for training and R & D
- Steps had taken to seek recognition by university for more subject as a place of higher learning and research.
- Regular posting of upcoming seminars, conferences, etc. by the research committee.
- Facilitated minor / major project proposals for research.
- Facilitated research work, paper presentations and publications in suitable Journals.
- Recommendations were made to provide more facilities along with financial assistance to the researchers.
- Faculties are felicitated by awarding them cash prize for their paper publication in the Journals of repute.
- Best researcher award is instituted by the college
- Financial Assistance is given to attend the International Conference/ Symposium.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	03	--	1
Outlay in Rs. Lakhs	15.19	32.18	--	11.20

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	11	04	--	09
Outlay in Rs. Lakhs	10.62	5.02	--	32.05

3.4 Details on research publications (CS)

	International	National	Others
Peer Review Journals	46	08	--
Non-Peer Review Journals	--	03	--
e-Journals	--	--	--
Conference proceedings	13	36	--

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	2012-14	UGC	9, 80, 000/-	6, 30, 000/-
	2012-15	UGC	10, 96, 300/-	7, 54, 800/-
	2012-15	UGC	11, 42, 800/-	11, 42, 800/-
Minor Projects	2009-13	UGC	5, 12, 000/-	5,12, 000/-
	2013-15	UGC	2 .75, 000/-	---
	2013-15	UGC	3, 30, 000/-	---
Interdisciplinary Projects	--	--	--	---
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	---	--
Students research projects <i>(other than compulsory by the University)</i>	--	--	--	--
Any other(Specify)	--	--	--	--
Total				

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
INSPIRE CPE DBT Star Scheme
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	--	--	--
Sponsoring agencies	Vishvashanti Multipurpose Society	UGC	--	--	--

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

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

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
02	--	--	--	--	--	02

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
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	--	College forum	25		
NCC	06	NSS	05	Any other	--

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

- NSS Blood donation camp.
- Tree plantation, Clean Campus and Green Campus awareness rally.
- Celebration of World Heart Day, World Animal Day, Ozone day, World Environment Day and Anti-Drugs Day.
- Nutrition Counselling.
- Seven day NSS special camp at adopted village Yerala.
- Eye checkup camp through NSS AND NCC Unit.
- Health Examination Camp.
- Stop Cancer Programme.
- Poster competition on the theme 'The Women: source of strength and inspiration.
- Legal Awareness programme on sexual harassment at workplace act 2013 on world women day.
- Visit to senior citizen at Panchvati Vrudhashram.
- Slogan and poster competition on Environmental effect of Lord Ganesh Festival.
- Awareness programme on 'antisuperstitiousness'.
- Pollution awareness programme on Lord Ganesh Visarjan Day.
- Visit to mentally retarded student's residential School.
- Visit to home for handicapped children, Untakhana.
- Awareness Programme on Road Safety.
- Eco-friendly Holy.
- Workshop on 'self realisation'.
- Roof top farming: Dr Swaminathan inaugurated the Roof top farming programme.
- Awareness of AIDS.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	3 Acre	--	Management	3 Acre
Class rooms	22	--	Management	22
Laboratories	32	--	Management	32
Seminar Halls	02	--	Management	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	25	02	UGC / Management	27
Value of the equipment purchased during the year (Rs. in Lakhs)	96, 92, 513/-	5, 07, 968/-	UGC / DST / Management	1, 02, 00, 481/-
Others (Meeting Hall)	01	--	--	01

4.2 Computerization of administration and library

- Libman software installed for effective management of library.
- Master software is used for office management including accounting, admission data, Identity Card, Library Card, Fee Collection, Scholarship, Transfer Certificate, Bonafied / Character / Attempt Certificate, etc.
- Office and Library are fully computerised.
- Main office is well equipped with computers, printers, photocopiers, fax etc.
- The campus is under surveillance of CCTV.
- Library is equipped with INFLIBNET system.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	32218	56,19,260	1213	3,87,449	33431	60,06,709
Reference Books	8639	10,46,043	146	50,783	8785	10,96,826
e-Books	--	--	--	--	--	--
Journals	22	38,841	01	350	23	39,191
e-Journals	02	3,000	01	950	03	3,950
Digital Database	--	--	--	--	--	--
CD & Video	645	Included in cost of book	35	Included in cost of book	680	Included in cost of book
Others (specify)	Open Access resource- UGC Infonet Through INFLIBNET	5000(e-Journals-2100, e-Books above 70000)				5000 per Year

4.4 Technology up gradation (over all)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	350	03	To every machine	At every machine	01	Fully computer ized	13	--
Added	--	--	--	--	--	--	--	--
Total	350	03	--	--	01	--	13	--

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

- Master software is used for office management including accounting, admission data, Identity Card, Library Card, Fee Collection, Scholarship, Transfer Certificate, Bonafied / Character / Attempt Certificate, etc.
- Main office is well equipped with computers, internet, printers, photocopiers and fax.
- The campus is under surveillance of CCTV.
- The library is equipped with 15 computers to enhance facility available with library for faculty and students.
- Internet facility with dedicated 7 computers in library for students.
- A library software LIBMAN is installed.
- Book bank facility to economically weaker section of students.
- Reprography facility to students.
- The college provides the e-library facility, INFLIBNET to access e-resources and e-journals.
- The computer department guides the other faculty members from time to time to use ICT resources in their respective classes, different workshops and seminars.
- The Seminar Room and Conference Hall is well equipped with multimedia and are used frequently for conducting seminars and talks by experts.
- Laptops given to all Departments.
- Entire campus is Wi-Fi enabled.
- Regular Training programme for Computer basics is offered by the Computer Department for Teachers, Non-teaching staff and students

4.6 Amount spent on maintenance in lakhs:

i) ICT	7.88
ii) Campus Infrastructure and facilities	179.58
iii) Equipments	5.9
iv) Others	16.5
Total :	209.86

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Suggestions are welcomed in respect to all areas including infrastructure, administration, teaching methodology. The suggestion Box/ Complaint Box is kept in front of every Department and Hostel. The issues raised are addressed immediately.
- Students Grievance Cell functions effectively by redressing student's grievances.
- Scholarship is provided to deserving backward students and economically backward students.
- Information is circulated through Notice Board, through SMS services, through letter correspondence, through circulars.
- All the activities in-charge are asked to organize respective academic activities in a frequent manner
- Special sessions are arranged to make the students aware of the various techniques involved in getting jobs. Mock tests, discussions and interviews are organized.
- Through extension activities, students are made familiar with how they can come close to community

5.2 Efforts made by the institution for tracking the progression

- Internal tests are conducted regularly to monitor and measure students' academic performance.
- Remedial coaching is conducted for students who have not cleared university exams.
- Parent -Teacher meeting is conducted to keep the parents informed about their ward's performance.
- The alumni association was strengthened and alumni office bearers were selected.
- Progressions are regularly monitored on one to one basis.
- Through Career and Guidance Cell, students are told about various career and job opportunities,
- Emphasis is laid on personality development of the students.
- The Placement Cell regularly organized brief training programmes for students.
- Student Mentor Scheme is functional.
- Each Department maintains and updates the alumnae directory.
- Feedback mechanism from student.
- Alumnae corner in the college website.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1214	293	05	--

(b) No. of students outside the state

82

(c) No. of international students

--

Men	No	%	Women	No	%
	440	29.90		1067	70.81

Last Year (2012-13)						This Year (2013-14)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
480	207	28	667	03	1387	469	219	32	663	02	1507

Demand ratio: 1:3

Dropout %: 33%

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

- Coaching was given to the students for NET/SET .
- Career Guidance and Placement Cell assists in providing inputs for getting better opportunities in career making.
- Career Guidance and Placement Cell conducts various classes and programmes in connection with competitive examinations.
- Workshop, seminar are organized on personality development, facing interviews, group discussions etc.
- UPSC / MPSC guidance centre.

No. of students beneficiaries

21

5.5 No. of students qualified in these examinations

NET	03	SET/SLET	01	GATE	01	CAT	--
IAS/IPS etc	--	State PSC	--	UPSC	--	Others	--

5.6 Details of student counselling and career guidance

- A separate Career Guidance and Placement Cell is established
- The Value Education classes provide a forum for discussion of issues.
- Guidance Counselling Cell provided help to students who approached them.
- Various personal, social and career issues were discussed with mentors.
- Seminars were organized by inviting professional organizations to provide career guidance.
- Pre-exam counselling was given to all students.
- Students who did not pass their university exams were given counselling.
- Guidance on higher education and job were given.

No. of students benefitted

31

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
06	99	31	--

5.8 Details of gender sensitization programmes

- Celebration of National Women's Day
- Gender sensitization programme is conducted regularly
- NSS and Nature Club organised Save Girl Child, Rally
- Stop Cancer Programme
- Poster competition on the theme 'The Women: source of strength and inspiration
- Legal Awareness programme on sexual harassment at workplace act 2013 on world women day.

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	15	64,940/-
Financial support from government	1406	59,34,486/-
Financial support from other sources	10	11,400/-
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: Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: ‘To lead from darkness to light’

- To create human resources through quality, societal, progressive and affordable education

Mission:

- To provide students with an environment for all round development of their intellectual, physical, aesthetic and social potentials.
- To discover and develop the academic and intellectual skills of the students.
- To encourage attitudes of integrity, hard work, honesty, fairness and tolerance in students so that they give their best to the society based on human values.
- To inculcate passion for excellence through information and communication technology, industrial exposures and scientific projects leading to elevated career profiles and national development.
- To stimulate the students to perform at the peak of their potentials.

6.2 Does the Institution has a management Information System

Yes.

The Management Information System is used in the functioning of the college in respect of administrative process including Finances, Salary structure for employees, I-card generation, Income tax report, Arrears details, Loan details, Student Admission, Student registration, Fee details, Students details, Admission Slip generation, Students List, Library Management System

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

6.3.1 Curriculum Development

Since the college is affiliated to R T M Nagpur University, there is a little scope in Curriculum development as the college has to follow the curriculum developed by university. However some teachers are active members of Board of studies involved in curriculum development.

During the period from the session 2011-12 to 2015-16, the three faculty members are members of board of studies who involved in curriculum development.

Semester pattern is adopted by RTMNU, Nagpur.

Proposals for new courses / Certificate Courses are discussed in the IQAC meetings.

6.3.2 Teaching and Learning

- Use of ICT facilities for teaching and Learning apart from usual chalk and black board.
- Professional development programme organized by the College and elsewhere.
- Continuous up-gradation of the infrastructure, library, enrichment of laboratory to meet the growing academic requirements.
- Various measures are taken to ensure that academic excellence is sustained across all categories of students, such as tutorial, mentoring, advanced learners, catering to slow learners, bridge courses, remedial courses, etc.
- A feedback mechanism is in place and suggestions of the stakeholders are given due consideration.
- Inter-disciplinary academic activities were organized.
- Imparting knowledge through experient, workshops and seminars, Peer teaching, Guest Lectures, Case studies, Study visits.
- Academic planning for every subject well before the commencement of each semester.
- Study materials are shared with students.
- Use of ICT based interactive methods.
- Community interaction is encouraged through field work, social surveys and small scale industries.
- Group discussions, debates, quiz are organized to enhance retaining and recalling capability.
- Best Teacher award /Best researcher award/Best service award is instituted at college level.

6.3.3 Examination and Evaluation

- Unit Test/ Surprise Test are conducted by the respective faculty members and Test examinations are conducted by college and final examination is conducted by the University.
- The students remaining absent for examination are monitored.
- Result Committee monitors the performance of students with low score in examination.
- Semester Pattern is practiced for B. Sc. I and B.Sc. II whereas Annual Pattern for final Year Student.
- Continuous and Comprehensive Evaluation is also in practiced.
- Performance is evaluated through discussions with students and concerned teachers.
- Performance/result is also recorded in teachers diary so that need based teaching methodology can be adopted.
- Teachers analyse the strengths and weaknesses of the students.
- Performance is discussed in Staff meetings, College Council Meeting and Local Managing Committee's meeting.
- Feedback from students is also taken into account.

6.3.4 Research and Development

- Research Committee established in the college to monitor and encourage research activity to be carried out by the faculty.
- Major and Minor Research Projects are encouraged.
- Research Committee regularly posts information about, forthcoming workshops, seminars and conferences.
- 29 faculties are recognised by University as a Supervisor.
- The Department of Microbiology and Chemistry are recognised as a place of Higher Learning and Research and five departments are awaiting for recognition.
- 10 research scholars are registered for Ph.D. degree in various subjects.
- 3 faculties obtained their Ph.D. degree in the academic session 2013-14.
- 54 Research papers are published in Various National and International Journals.
- 3 Major project and 4 Minor Projects are ongoing.
- Chapters in Curriculum Books are contributed by 6 faculty members.
- Incentives are given to teachers for publication their research work in peer reviewed Journals in the form of cash prize.
- Best Researcher award is instituted at institute level.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Staff and students have access to INFLIBNET (e- journal)
- Collection of reference and text books of various subjects, periodicals, magazines, digital resources, and audio visual collections. Most of the Departments have their own library to cater to immediate requirements.
- All the resources are catalogued and the functioning of the library is fully automated.
- The Departments are also equipped with computers, printers, internet connectivity, LCD projector, Wi-Fy and so on.
- The other facilities provided are TV, digital camera, Xerox Machine, Scanner etc.
- The College has consistently upgraded both the physical and learning infrastructure to meet the growing academic needs.
- Research Centre under Microbiology, Chemistry and other Departments are established.
- Internet facility is made available to all students and faculty.
- Management Information System partially exists in the College library with LIBMAN software.
- The college is an institutional member of APQN

6.3.6 Human Resource Management

- Performance appraisal of staff members is done every year based on student feedback, class observation, peer evaluation and self-appraisal.
- Self-appraisal of faculty members is done by IQAC and by Management.
- Welfare measures are provided to teaching and non-teaching staff members.
- Faculty members are encouraged to present papers in conferences and seminars, registration fee for which is reimbursed and also to publish articles in journals.
- Faculty members are encouraged to participate in orientation and refresher courses.
- Each department of the college ensures utilizing optimum services of the teaching and non-teaching staff.
- Employee's welfare is also taken care of.
- Being an aided College, recruitments of teaching and nonteaching staff is made as per the norms of the Government of Maharashtra and University.

6.3.7 Faculty and Staff recruitment

- The Management is the authority to recruit staff as per the norms stipulated by the UGC, Government of Maharashtra and University.
- The vacancies that arise in the, general merit quota, as well as community merit quota are advertised separately in leading, dailies, sufficiently in advance. The interview panel comprises subject experts from university, a government, nominee, the principal and a representative of the management.
- Roaster System is strictly followed during Faculty and Staff recruitment

6.3.8 Industry Interaction / Collaboration

- Visits and research interactions with various industries and institutions are carried out on a regular basis.
- Various Departments have both formal and informal linkages and collaborations with other institutes of higher learning and these are utilized for the fruitful completion of curriculum and research work.
- The authorities are open-minded in interacting with other institutes for collaboration.
- Linkages were established with reputed organizations for placement and Career Counselling.

6.3.9 Admission of Students

A) Publicity of admission process:

- **Prospectus:**

At the beginning of academic session the College prepares updated prospectus which provides detailed information about the college regarding the courses offered and infrastructural facilities. It provides eligibility criteria for admission to each course, fee structure, documents necessary for the admission, etc. It enlists the subject combinations for three years B.Sc. Course. It also provides detailed information about academic as well as support facilities. The academic calendar, rules and regulations and prizes for rank holders are mentioned in the prospectus.

The information about PG Courses, PG Diploma and Add-On Certificate Courses is also mentioned in the prospectus

- **College Website**

In addition to issuing of prospectus, the college has developed its website:

www.sscnagpur.edu.in for the convenience of students and parents.

The website contains all the information mentioned in the prospectus.

- **Print Media**

The college publishes advertisement about the admission in the newspapers.

- **College Notice Board**

The information related to admission process is also displayed on the college Notice Board for the convenience of the students.

B) Transparency in Admission Process

- Transparent admission process-Information about admission is advertised in Newspaper and as per norms fixed by Govt. Of Maharashtra and R.T.M.Nagpur University Nagpur
- All reservation policies are followed
- All the admissions are as per merit.
- Hostel facilities are available for girls student only.

C) After the confirmation of admission the college provides a Hand Book to the students containing information:-

- Information about administrative assistance committee along with their contact numbers
- College rules and regulations
- Awards and Medals
- Academic Calendar
- Calendar of events

6.4 Welfare schemes for

Teaching	PF, Gratuity, Medical Insurance, Cash incentive for paper presentation
Non teaching	Medical Insurance, Loan facility
Students	Institutional scholarships, Free ships, Financial aid to students, Merit Scholarship

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	No	--	Yes	IQAC
Administrative	No	--	Yes	IQAC

6.8 Does the University/ Autonomous College declare 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?

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

6.11 Activities and support from the Alumni Association

- Alumni meets are conducted.
- New office bearers were elected.
- Guest Lectures are conducted through alumni.
- Alumni in its annual meet freely and frankly present their views about the college and put up their suggestion what they deem fit for the betterment of the college.
- Several Departments invite the alumnae for extension lectures and share their expertise with the students.
- The alumnae of the college raised fund.

6.12 Activities and support from the Parent – Teacher Association

- The College has active Parent Teacher Association.
- The meeting of the Parent –Teacher Association held.
- A feedback is also collected from the parents/guardians in the form of a structured questionnaire.
- The parents get to know their ward's performance and their active participation in various activities.
- Parent-Teacher Association through its annual meet provides an opportunity to the parents and guardians to come close to the teachers of their wards and better understand their progress

6.13 Development programmes for support staff

- Computer Literacy programme.
- Personality Development Seminar.
- Communication class.
- ICT Basics Programme is organised.
- The faculties are sent for workshops and conferences organized by the UGC or other Institutions.
- Regular training programmes are organized for the entire faculty or faculties are sent for training program organised by other institutions.

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

- Use of polythene is strictly prohibited.
- Emphasis on more plantations to make environment clean and green.
- The initiative to make the campus eco-friendly.
- Various competitions were organised to create awareness on, use of Sanitary, waste disposal system, rain harvesting system.
- Greenary is maintained in the campus. The College makes all attempts to maintain a green campus by planting trees, landscaping, maintenance of floral gardens and so forth and keep the place as free of plastic as possible.
- Students are also required to switch off electric gadgets, and minimize the use of paper.
- Waste bins are provided extensively to prevent littering.
- A campus cleaning day is organized by NSS and NCC during Gandhi Jayanthi.
- The Department of Botany has set up a botanical garden in the campus.
- The Girls Hostel has installed solar panel for tapping solar energy.
- The NCC unit of the College organized a campaign on anti plastic by distributing paper bags to the public.

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.

- Regular Academic Coordinators' meetings to look into matters related to attendance, weak students.
- Science Exhibition was organised.
- Regular ICT Orientation Programme is conducted by the Computer Centre for staff as well as students.
- Language Lab is established by Department of English.
- Value addition courses were offered to ensure skill acquisition to all students.
- Study notes are shared with students.

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

- Ozone day rally conducted
- Slogan and message writing competition conducted
- Excursion tour held
- Mentoring provided throughout the year.
- Report Card Provided.
- Issuance of identity Card to the students provided.
- Meeting of Staff Council held twice in a year
- Outreach Programmes organized.
- Parent Teacher Meeting held.
- E-books for departmental libraries throughout the year.
- Updating knowledge and skills of teachers, Seminars and workshops organized throughout the year.
- Departmental Society Meetings As per the departmental plans.
- Meetings of Academic Coordinators Once in 2 months.
- Team formed to implement the plan of doing student admission.
- Remedial Classes were conducted for weaker sections/slow learners.
- Academic Audit was done for all the departments.

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

Annexure-IV

7.4 Contribution to environmental awareness / protection

- Green area on campus is protected.
- No access to people for movement in green area.
- Guests given saplings as memento.
- Recycling of used paper.
- Water Conservation Awareness Programme.
- Environmental Awareness Rally by NCC Cadets.
- Energy Conservation Rally by NCC cadets.
- Observation of days like world environment day, ozone day, energy day etc.
- Installation of solar panels in the girl's hostel.
- Efforts to maintain carbon neutrality by planting trees every year.
- 'Green campus-Clean campus' and Plastic free campus.
- Ozone day Rally organised to spread awareness among the people about the depletion of Ozone Layer and its consequences.
- Slogan and message writing competition about pollution and their harmful effects on environment and also to spread the message in the society.

7.5 Whether environmental audit was conducted? Yes No

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

STRENGTHS:

- A good infrastructure.
- Education at a low cost.
- Nationally recognized for providing high quality education.
- Well Qualified, Competent and Experienced Staff.
- Self financing PG Courses.
- Committed non- teaching staff.
- Interested and hard working students.
- Well furnished and equipped Laboratories.
- Safety environment for co-education.
- Number of options available with different subject.
- Certificate course in environmental studies.

WEAKNESS:

- Lack of land for future expansion of the campus.
- Lack of land for outdoor sports activities.
- Short of skilled based courses.
- Average students seek admission in the subject.
- Less employment opportunity for B.Sc. students.

OPPORTUNITIES:

- Strategic alliances and partnerships with International.
- Diversification of sources of revenue through better exploitation of consultancy.
- Remedial teaching is provided to slow learners.
- Student faculty exchange.

THREATS:

- Competitions and growth of education institutions.
- Free education within the context of increasing trends of e-learning.
- To increase the qualifying rate of students in NET /SET examination.
- To reduce the dropout rate at UG & PG level.
- To increase the collaboration with external organizations, MOU with reputed Indian institute.

8. Plans of institution for next year

8. Plans of institution for next year

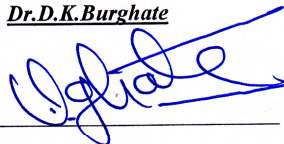
- Enrichment of Ecofriendly Activities viz. Erecting solar lighting, solar water heater, plastic free campus
- Few State-of-Art class-rooms to be augmented.
- Provision for New Infrastructure to some Departments viz. Botany, Zoology, Chemistry, Physics, Statistics, LibraryGym, Meditation Hall
- Recognition of few more Laboratories for persuing research viz. Botany, Zoology, Computer Science, Mathematics, Physics,
- Enrichment of Academic activities viz. Organizing Seminars, Workshops in respective subjects, organizing Guest lectures, promoting faculties to attend Conference, Seminar, Workshop at different centres, Promoting Research activities by publishing their work in Journals, Recognition of faculties' work at different levels and rewarding them suitably, MOU to be established with concerned Departments, Promoting submission of Research projects with UGC, DST,

Name Dr.G.R.Avachar



Signature of the Coordinator, IQAC

Name Dr.D.K.Burghate



Signature of the Chairperson, IQAC

Annexure I

Plan of Action	Achievements
To Reconstitute of IQAC committee as per requirement	The core committee was formed which includes teachers, technical staff, management representatives, external experts, alumnae representative, Management representative etc.
Dispatch of AQAR 2012-13	AQAR for the year 2012-13 was uploaded on 29.09.2013
To encourage all departments to conduct Conference / Seminars / Workshops	<ul style="list-style-type: none">• Department of Electronic conducted workshops on 'Microcontroller, Biomedical instrumentation and PCB Designing'• Department of Computer Science conducted workshops on 'Neural Networks and its implementation with MATLAB'• Department of Electronic and Computer Science jointly organised National Conference on 'Recent Advances in Electronics and Computer Science• Department of Botany conducted a workshop on Bio fertilizer.• Department of English organised workshop on 'Communicative Skill'• Department of Biochemistry organised one week workshop on 'Plant Tissue Culture'• Placement and Guidance Cell organised Seminar on 'Personality Development'
To encourage faculty members and students in various conferences and seminars	<ul style="list-style-type: none">• Faculty members and students participated in various international, national and state-level conferences/ seminars/ workshops
To encourage all departments to organise Guest lectures	<ul style="list-style-type: none">• Dept. of Mathematics arranged Guest Lecture.• Dept. of Chemistry conducted a Guest Lecture by Prof. V. S Jamode, Former Vice Chancellor of S G B Amravati University on 'NMR Spectroscopy' and guest lecture of Dr A W Raut Former Head Dept of Chemistry, Shivaji College Amravati.• Dept of Geology conducted a Guest Lecture by Prof. Samanta• Dept. Of Chemistry organised Guest Lecture by Dr Dhiraj Pal (USA) on 'Chemical Fixation of Toxic Radioactive Hazardous Metals in Environment'• Dept. Of Chemistry organised Guest Lecture by Dr D S Natrajan on 'The role of Chemistry in Sustainable Development of Mankind'• Research Committee organised Guest Lecture by Dr V M Raut on 'Research Methodology'
To encourage students to participate in college, university and national level sports	<ul style="list-style-type: none">• Students actively participated in college, university and national level and won many laurels.
To Conduct Academic Audit	<ul style="list-style-type: none">• Academic Audit was done by the Principal with the help of IQAC members and Teachers diary was collected as the record.
To arrange Parent Teacher Meet	<ul style="list-style-type: none">• The Parent - Teacher Meet was arranged and a feedback was taken.
To celebrate Birth Anniversary of Founder President Late Dr Panjabrao alias Bhausaheb Deshmukh	<ul style="list-style-type: none">• The Birth Anniversary of Founder President Late Dr Panjabrao alias Bhausaheb Deshmukh was celebrated on 27/12/2013. The intercollegiate cultural programmes named as 'Adwait-Zidd....' was organised by Student Council. Various competitions, cultural functions, Games and sports events were organised during the celebration.
To take feedback from students	Feedback collected from students after the session is over.

Annexure-II

Academic Calendar 2013-14

Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14
1.Saturday	1-	1	1Sunday	1	1Winter Vacation start	1Sunday	1-New year Day	1	1	1
2.Sunday	2	2	2	2 - M. Gandhi Jayanti	2	2II Term start	2-	2Sunday	2Sunday	2
3- Admission	3	3	3	3	3Sunday	3	3	3	3	
4- Admission	4	4-Sunday	4	4-	4	4	4	4	4	4
5- Admission	5	5	5	5	5	5	5Sunda y	5	5	5
6- Admission	6	6	6	6-Sunday	6	6	6	6	6	6-Sunday
7- Admission	7-Sunday	7	7-	7-	7	7	7	7	7	7-
8.Admission	8	8	8Sunday	8-	8	8Sunday	8	8	8	8- Ramnavami
9- Sunday	9	9 Ramzan ID	9 Ganesh Chaturthi	9	9	9	9	9Sunday	9Sunday	9-
10- Admission	10	10	10	10-	10Sunday	10	10	10	10	10-Bhausaheb Punyaithi
11- Admission	11	11- Sunday	11	11-	11	11	11	11	11	11
12 - Admission	12	12	12 Mahalaxm i	12	12	12	12Sund ay	12	12	12
13 - Admission	13	13	13	13- Sunday	13	13	13	13	13	13-Sunday
14 - Admission	14- Sunday	14	14	14-Test Exam	14	14	14Ramz an ID	14	14	14- Ambedkar Jayanti
15-Admission	15	15 - Independ ence Day	15Sunday	15-Test Exam	15	15Sunday	15	15	15	15- Test Exam
16 - Sunday	16	16	16	16-Bakri ID	16	16	16	16Sunday	16Sunday	16 Test Exam
17- Session start	17	17-	17	17-Test Exam	17Sunday	17	17	17-	17 Holi	17 Test Exam
18 - Admission	18	18- Sunday	18	18 Test Exam	18	18	18	18	18	18-Good Friday
19 - Admission	19	19	19	19Test Exam	19	19	19Sund ay	19 Shiv Jayati	19	19- Test Exam
20 - Admission	20	20	20	20- Sunday	20	20	20	20	20	20-Sunday
21 - Admission	21- Sunday	21	21	21-Test Exam	21	21-	21	21	21	21- Test Exam
22 - Admission	22	22	22 - Sunday	22Test Exam	22	22Sunday	22	22	22	22- Test Exam
23 - Sunday	23	23	23	23Test Exam	23	23	23	23Sunday	23Sunday	23- Test Exam
24	24	24	24	24Test Exam	24Sunday	24	24	24	24	24- Test Exam
25	25	25Sunday	25	25Test Exam	25	25- Christmas	25	25	25	25- Test Exam
26	26	26	26	26	26	26 - Cultural Programme	26- Sunday	26	26	26- Test Exam
27	27	27	27	27Sunday	27	27-Dr. Panjabrao Deshmukh Jayanti	27	27 Mahashiratri	27	27-Sunday
28	28- Sunday	28	28-	28	28	28-	28	28-Science Day	28	28-
29	29- Ramzan ID	29	29Sunday	29	29	29Sunday	29-		29-Sunday	29-
30-Sunday	30	30	30 D.LN.Day	30	30	30	30		30	30-Session End
	31	31		31		31	31		31- Gudipadwa	
13 Days	25 Days	25 Days	23 Days	25 Days	00 Days	27 Days	26 Days	22 Days	22 Days	22 Days

Analysis of the feedback (2013-14)

General Feedback

A questionnaire containing 10 parameters was prepared to obtain feedback from students to find out the image of the college. A random sample of 100 students was considered. Students had shown their satisfaction in almost all aspects covered in the Feedback form which is enclosed for your perusal. However, their major demands are: Canteen facility in the college premises, availability of more number of computers and internet terminals, renovation and regular cleaning of wash rooms of block A.

Feed back on Teachers' performance:

A questionnaire containing 7 parameters was considered to take feedback on individual teacher's performance from students. A random sample of 10 students for every teacher was taken. Students are satisfied with their relationship with teachers, teaching methodology, approach of generating interest in the subject and the way of responding their doubts. However, there was mixed feedback as far as other aspects are concerned.

General feedback from students (2013-14)

Sr. no	Parameter	Marks awarded out of 10
1	Teaching method is appropriate and effective.	7.97
2	Able to make you more objective.	7.58
3	Library facilities	8.01
4	Laboratory facilities	7.96
5	Computer/internet facility	5.76
6	Maintenance of general amenities	6.78
7	The office staff attend to matters related to	
	a) Fees	7.28
	b) Examination work	7.23
	c) Scholarships	6.12
	d) General administration	6.36

- Suggestions:**
1. Regular cleaning of wash rooms of block A
 2. Improvement in computer/internet facilities.
 3. Renovation of block A
 4. Availability of canteen facility.

Students' feedback on teachers' performance (2013-14)

Sr. no.	Aspect	GPA
1	You are inspired in subject matter	3.53
2	Curriculum coverage	3.24
3	Your doubts are properly answered.	3.39
4	You are able to understand lecture clearly.	3.39
5	You are able to contact the faculty outside the class	3.19
6	Subject material provided by the faculty is sufficient.	3.30
7	The student-teacher relation is cordial.	3.46
	OVERALL RATING	3.36

Four point scale is used to measure the quality level of each

- | | |
|---------------------------------|--------------------------------|
| 1) 3.50-4 -Very Good (A) | 2) 2.50 -3.49 -Good (B) |
| 3) 1.50 -2.49 -Satisfactory (C) | 4) 1- 1.49 -Unsatisfactory (D) |

Feedback Analysis (Parents)

2013-14

Dear Parent/Guardian

Your feedback will certainly help us to improve our process further for the betterment of all our students.

1) During admission period have you accompanied your son/daughter?

Yes **90.32%** No **9.7%**

If not, did you visit our college any time after admission of your ward?

Yes No **9.7%**

2) The course/subject he/she offered are as per his/her own choice or your choice?

Student's own choice **100%** Parent's choice Any other choice

3) Have you ever discussed about his studies with him?

Always **77.42%** Sometimes **19.35%** Never **3.23%**

4) Please mention the subject which he/she likes the most and why?

.....
.....
.....
.....

5) Have you ever seen marklist/answer papers after his result is declared?

Yes **96.77%** No **3.23%**

6) Have you ever discussed about his progress with any Teacher/HOD/Principal?

Yes **32.26%** No **51.61%**

7) Are you satisfied with his/her academic performance?

Yes **83.87%** No **12.9%**

8) observations/Suggestions/Expectations:

Best Practices of the institution

1. Inculcating social awareness

Goal

To achieve the principles of social awareness is multi-fold. The principles on the basis of which this best practice was decided was – to raise the curiosity of a student in social life, to encourage the students to lead life of a villager and to increase the interaction with different strata of people.

The Context

Rapid advancement in technology is one of the major issues that affect the thinking and social awareness of an individual. The facilitators find it difficult to keep them on right track, positive thinking and kindness that they should follow in their life. The media intercepts their thinking, look towards goal and they are rendered aimless. Keeping these in view the programme is chalked out to feed students appropriately. The facilitator is required to use a variety of tools to keep the student engaged in the learning process. Having access to a variety of tools all the time may not be possible. Today knowledge is just a click away to the learner; a challenge faced by facilitators is to keep pace with the latest news and happenings.

The programme is given immense importance in the institute. The institute is as good as its students. The students are as good as the teachers. The institute trains their facilitators continuously to help them enhance their look towards life. The learning imparted to the teachers is implemented in enhancing the learning experience of the learner.

The Practice

The programme starts with designing a plan by the facilitator. The plan is given in advance to the students. The facilitator initiates a discussion or tells a story or questions the students before defining the objectives. The objectives of the programme are defined to specify to the student the outcomes. During the lecture, discussions and questioning is encouraged. Holistic learning is encouraged throughout the programme. Various kinds of assignments are given for continuous engagement such as visit, discussions, physical help, monetary help to name a few. Various cultural activities are also organized for the students. These activities give an opportunity to the students to put their hidden hobby into application.

An aspect very unique about programme is the freedom given to students to share their views and ideas. Even ideas that sound impractical are discussed and a proper explanation is given to the students why they cannot be implemented. The student is the part of the learning process rather than just a spectator of the same. A major limitation of the programme implementation is the time constraint. The facilitators have various ideas which they would like to implement in their span of stay, however due to paucity of time all of them cannot be implemented.

Evidence of Success

The evidence of success is visible, qualitatively as well as quantitatively. The qualitative indicators are a more positive outlook towards life, improvement in etiquettes and desire to understand things rather than learning by the rote. The quantitative indicators for students who actively participate in co-curricular activities are that they show improvement in academic performance. Students who have passed out leads their life as it comes to them without hesitating.

The results bring some prominent factors to light. Some of the factors are that students when shown the right direction and given the right encouragement can achieve the goals they desire. Holistic development rather than only academic success contributes in creating socially sensitive individuals which is a prominent requirement of educational institute.

Problems Encountered and Resources Required

The attitude and time constraint are the major problems encountered in the implementation of programme. Further, encouraging students and discussions in the meeting becomes self-obliterate towards its aim, at times. The beneficiaries are required to explain their needs in their understandable language as they are from villages. Questions posed by them may not find a solution instantaneously. The span to carry out the programme is limited and tracking or follow-up may not be possible. Teachers have to play the role of an educator and entertainer combined, rather than just an educator.

Resources in terms of finance are continuously in demand to fulfil aim. This is not available consistently.

Notes (Optional)

An Academic Calendar is prepared before the beginning of the academic year. This aids the facilitators to follow the time schedule for implementation of the various programmes. Dedicated teaching and non-teaching staff coordinates with the students to carry out programme. Without a dedicated team, success cannot be achieved. Under the dynamic leadership of the Principal and constant guidance and support gives a prominent shape to the aim.

2. Awareness about atrocities at work place

Goal

As the institute accommodates above 75 percent girl students hence it becomes obvious that they should be made aware of the non-ethical activities in the campus. The basics behind the motto are, to nurture womanhood, character and social responsibility in the minds of those all related.

The Context

Since the Nirbhaya episode, similar behaviour towards dalit in an around the various places forced us to rethink on such sensitive issues. It is this time now to make our mother, wives, daughters, daughters-in-laws and all girls around us, aware about the indecent behaviour pouring in and out from male individuals. The communication media viz. mobiles and associated applications, TV, Dailies, internet has exaggerated behaviour towards woman. Thus womanhood that we sought, seen, thought now is at bay.

The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 is a legislative act in India that seeks to protect women from sexual harassment at their place of work. It was passed by the Lok Sabha (the lower house of the Indian Parliament) on 3 September 2012. It was passed by the Rajya Sabha (the upper house of the Indian Parliament) on 26 February 2013. The Bill got the assent of the President on 23 April 2013. The Act came into force from 9 December 2013.

The Act ensures that women are protected against sexual harassment at all the work places, be it in public or private. This will contribute to realisation of their right to gender equality, life and liberty and equality in working conditions everywhere. The sense of security at the workplace will improve women's participation in work, resulting in their economic empowerment and inclusive growth.

The Practice

A programme to churn out something good for the sake of womanhood is organized twice on the occasion of International woman day which is observed every year on 8th March. Noted politicians, advocates, social workers are invited to deliberate on the issue. The programme is compulsory for all girl students in the college.

An atmosphere of mutual respect among members of the academic community is necessary for an Institute to function as a centre of academic freedom and intellectual advancement. Any violation of mutual trust, any form of threats or exploitation, damages the institution's educational process by undermining the essential freedoms of inquiry and expression. Students, staff, and faculty must feel personally secure for real learning to take place.

As a place of work and study, Institute campuses must be free of discrimination and harassment in all of its forms, including threats and exploitation. All students, staff, and faculty must be assured that the Institute will take action to prevent such misconduct and that anyone who engages in such behaviour is subject to disciplinary procedures.

The Institute has a legal obligation to provide harassment/discrimination free environment and is committed to maintaining an academic, working and residential environment which is free of inappropriate and disrespectful conduct of a derogatory nature regarding any woman especially when such conduct adversely affects a student's or employees' work/ educational environment or creates an intimidating, hostile or offensive environment

Discrimination and / or harassment are prohibited personnel practices when it has the effect or purpose of abusing others based on direct or implied discrimination. It is also a prohibited

personnel practice when it interferes with an individual's academic, social or work performance. The effect may

include, but is not limited to: anguish, withdrawal from a course, a major, a school, a residence, a department or a career.

This policy applies to all Employee / Employee, Employee / Student, Employee / Members of Management or Student / Members of Management cases of discrimination or harassment (including contract employees and part time students)

An Internal Complaints Committee is established in the college. It monitors all the matters related to girl students at their own level.

Evidence of Success

The behavior of the students, wearing clothes, use of media and their thinking towards gender has changed a lot. They became free to talk from any corner of their life. They share experiences with each other as well as with teachers. At times they appear to be bold enough to take decisions of their own.

Problems Encountered and Resources Required

The students don't speak out the unnatural behaviour of the male around them. They mutely tolerate their indecent remarks, which lead to girls' affirmation towards it as the male think, which may not be true.

Notes (Optional)

Dedicated teaching and non-teaching staff coordinates with the students to carry out programme. Without a dedicated team, success cannot be achieved. Under the dynamic leadership of the Principal and constant guidance and support gives a prominent shape to the aim.

Contact

Name of the Principal: Dr. D K Burghate

Name of the Institution: SSES Amravati's Science College, Congress Nagar, Nagpur

City: Nagpur

Pin Code: 440 012

Accredited Status: 'A' Grade with CGPA 3.19

Work Phone: Fax: 0712-2440955

Website: www.sscnagpur.edu.in

E-mail: shivajiscience_ngp@yahoo.com

Mobile: 9422306680
