

Annual Quality Assurance Report
(AQAR)
2015-2016

Submitted to
National Assessment and Accreditation Council
(NAAC)

Bangalore - 560072, Karnataka, India



By



VSPM Academy of Higher Education



MAHATMA GANDHI ARTS & COMM. COLLEGE, PARSEONI

Tah. Parseoni, Dist. Nagpur - 441105

Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

Website : www.vspmmgcollege.org

Email : principal@vspmmgcollege.org

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year.)

Part – A

1. Details of the Institution

1.1 Name of the Institution

Mahatma Gandhi Arts& Comm. College, Parseoni.

1.2 Address Line 1

Mahatma Gandhi Arts& Comm. College, Ramtek Road
Parseoni The. Parseoni, Dist.Nagpur

Address Line 2

Mahatma Gandhi Arts& Comm.
College, Ramtek Road, Pench Fata, Parseoni The.
Parseoni, Dist.Nagpur

City/Town

Parseoni

State

Maharashtra

Pin Code

441105

Institution e-mail address

principal@vspmmgcollege.org

Contact Nos.

07102-225193

Name of the Head of the Institution:

Assot. Prof. Lokchand B. Jadav

Tel. No. with STD Code:

07102-225193

Mobile:

*9860724283

Name of the IQAC Co-ordinator:

Mr. Pramod M. Gorde

Mobile:

*9423677334 *07448195580

IQAC e-mail address:

iqacvspmmgcollege@gmail.com

1.3 NAAC Track ID*(For ex. MHCOGN 18879)*

MHCOGN11410

1.4 NAAC Executive Committee No. & Date:

EC/32/407 on dated 03/05/2004

1.5 Website address:

Web-link of the AQAR:

<http://www.vspmmgcollege.org/AQAR2015-2016.docx>**1.6 Accreditation Details**

Sl. No.	Cycle	Grade	Institutional Score/ CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C	56.00	03/05/2004	2009
2	2 nd Cycle	-	-	-	-
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC :

18/06/2010

1.8 AQAR for the year

(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 2012-2013 Submitted to NAAC on (05/12/2017)
- ii. AQAR 2013-2014 Submitted to NAAC on (05/12/2017)
- iii. AQAR 2014-2015 Submitted to NAAC on (05/12/2017)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution (eg. AICTE, BCI, MCI, PCI, NCI) Yes No

Type of Institution	Co-education	Men	Women
	Urban <input type="checkbox"/>	Rural <input checked="" type="checkbox"/>	Tribal <input type="checkbox"/>
Financial Status	Grant-in-aid <input checked="" 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 checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI (PhysEdu)	<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="PG Courses in Marathi, Eco., Soc."/>								

1.12 Name of the Affiliating University

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

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

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="08"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="03"/>
2.3 No. of students	<input type="text" value="01"/>
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	<input type="text" value="02"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="19"/>
2.10 No. of IQAC meetings held	<input type="text" value="12"/>

2.11 No. of meetings with various stakeholders: No.

Faculty Non-Teaching Staff Students Alumni Others

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. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

11th July 2013 Tree Plantation programme.
 All college students Participation in cultural programmes.
 Guest lectures by different departments
 Alumni Meet
 Blood donation camp
 Parent teacher Meet
 NSS Camp at Tamaswadi 03 to 14 February 2014

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 academic audit	Academic Audit conducted by IQAC
To take feedback from student	Feedback collected from students at the end of Session
To celebrate Birth anniversary of Rastrapita Mahatma Gandhi	To celebrate Birth anniversary of Rastrapita Mahatma Gandhi 02/10/2013
To celebrate Birth anniversary of founder Late Arvindbabu Deshmukh	The birth anniversary of Late Arvindbabu Deshmukh celebrated on 12/05/2013
To encourage faculty members and students to participate various conference and seminars	Faculty members are participated in various international, national and state level conference/seminar/workshop
To encourage faculty members and students to participate various university and college level sports	Student participated in in various college, university and national level sport competition
To extend social responsibility towards community	Blood donation camp, NSS camp, Health checkup camp
To install transformer	Transformer is install with the help of MSEB to fulfill the need of Electricity.
To Purchase Furniture	Furniture is Purchased
Programme	Inter collegiate competition on 'The Indian Constitution'
Proposal for MRP	Proposal for MRP for the subject Mar. His. Soc. Is send to UGC
Govt. Survey	The Survey on Drop-out children in Parseoni tehsil is done by 82 NSS volunteers on dated 21/07/2015 8 Drop-out are found and on dated 22/02/2016. 21 Drop-out children are found.

* *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

- Blood donation camp, NSS camp, Health checkup camp.
- Transformer is install with the help of MSEB to fulfill the need of Electricity.
- Proposal for MRP for the subject Mar. His. Soc. Is send to UGC.
- The Survey on Drop-out children in Parseoni tehsil is done by 82 NSS volunteers on dated 21/07/2015 8 Drop-out are found and on dated 22/02/2016. 21 Drop-out children are found.

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 programme
PhD				
PG	03			
UG	02	-----	-----	-----
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				03
others				
Total	05			03
Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum CBCS/Core /Elective Option/Open Option : **Elective Option for UG and CBCS for PG**

(ii) Pattern of programmes

Pattern	Number of programmes
Semester	B.A. I and B.Com I M.A. I, II Sem. Pattern
Annual	B.A. II, III and B.com. II, III are Annual Pattern

1.3 Feedback From Stakeholders Alumni Parents Employers students

Mode of Feedback Online Manual Co Operating Schools

1.4 Whether there is Any revision/update of regulation or syllabi if yes mention their salient aspects

No

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
09	04	03	01	01 Lib

2.2 No. of permanent faculty with Ph.D.

0

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
	5								05

Posts of Commerce and Home Economics are recruited by the contributory teachers.

2.4 No. of Guest and Visiting faculty and Temporary faculty

03

05

The faculty who teaches UG (Soc., Eco. Mar.) Also teaches PG.

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02	06	07
Presented papers	---	---	---
Resource Persons	---	---	---

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

The college encourages the faculty to complement the chalk and talk system of teaching learning with student centric teaching learning. The college authority also provides LCD projectors, laptops for power point presentation to encourage the faculty to adopt new and innovative approaches for class room teaching. Dept. of English, Marathi, Literature always used audio -visual aid for student learning i.e. screening of film, display of drama. Study tour at historical places are organized by History Dept. and show the students how the exuviation is going on.

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

232

2.8 Examination/ Evaluation Reforms initiated by the Institution

(for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Double Valuation

Unite test and terminal examination are conducted for the students during the session.

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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

2.10 Average percentage of attendance of students

75 %

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. I	220	-	-	03	27	13.64%
B.A. II	112	-	-	07	08	13.39%
B.A. III	99	-	-	09	06	15%
B.Com. I	91	-	-	02	02	8.79%
B.Com. II	17	-	-	-	-	0%
B.Com. III	27			10	04	51%
M.A. I SEM (Mar)	13	-	03	04	-	53%
MA . II SEM (Mar)	11		04	03		63%
M.A. I SEM (Soc.)	17	-	-	04	-	23%
M.A. IISEM (Soc.)	23		07	05		52.00%
M.A. I SEM (Eco.)	11	-	04	03	-	63%
M.A. II SEM (Eco.)	17		03	01		23%
M.A. III SEM (Mar)	01	-	01	-	-	100
M.A. IV SEM (Mar)	01		01			100%
M.A. III SEM (Soc.)	0	-	-	-	-	0%
M.A. IV SEM (Soc.)	0					0%
M.A. III SEM (Eco.)	01	-	-	01	-	100%
M.A. IV SEM (Eco.)	0					0%

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

* The regular academic teaching work as per time table provided to IQAC

* Students feedback

*Academic activities during the year.

*The College level exams.

*The College Governing Body and the Principal evaluate the quality teaching-learning as a whole.

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	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	Yes
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	Yes, 02
Others	04 Under VSPM

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	04	02		
Technical Staff				

Criterion – III

3. Research, Consultancy and Extension

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

Most of the work of the Research Projects is in progress. However, the college has taken initiatives for creating awareness by attending conference/seminars/ workshops/Trainings/Guest lectures etc. on current Scenarios of research activities in various subjects & shared the knowledge with students, teachers & communities. Students' Seminars were also conducted on research topics to involve them in thinking process. Most of the departments have internet facilities for students, teachers & researchers. Necessary and important journals, periodicals & online are subscribed by the library 90% of the teachers are involved in research and have published 70

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01			
Outlay in Rs. Lakhs	7.0 Lakhs			

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	06		01	03 Proposal to UGC
Outlay in Rs. Lakhs	6.0 Lakhs			

3.4 Details on research publications

	International	National	Others
Peer Review Journals	06	08	03
Non-Peer Review Journals	01	01	
e-Journals			
Conference proceedings	06	08	03

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				
Minor Projects	Pol-Sec (2016-18)	UGC	60000/-	
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			60000/-	

3.7 No. of books published

4

i) With ISBN No.

ISBN 978-81-922290-9-6
ISBN978-93-81868-32-4
ISBN978-81-921131-2-8
ISBN978-81-923117-8-4

Chapters in Edited Books

s

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)

UGC
ICSSR

3.10 Revenue generated through consultancy

NIL

3.11 No. of conferences organized by the Institution	Level	International	National	State	University	College
	Number	Nil				
	Sponsoring agencies					

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :**NIL**

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	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

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)**Nil**

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events: **Nil**

		University level	<input type="text"/>	State level	<input type="text" value="0"/>
National level	<input type="text"/>	International level	<input type="text"/>		

3.22 No. of students participated in NCC events: **Nil**

		University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>		

3.23 No. of Awards won in NSS: Nil

		University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>		

3.24 No. of Awards won in NCC:

Nil

		University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>		

3.25 No. of Extension activities organized

University forum	<input type="text" value="0"/>	College forum	<input type="text" value="0"/>		
NCC	<input type="text"/>	NSS	<input type="text" value="0"/>	Any other	<input type="text" value="0"/>

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

- Blood donation 24/09/215 Number of Donator 26 (Teachers and Students)
- NSS Camp 17 to 23 January 2016
- WSC Project (34 Students are participated)
- The Survey on Drop-out children in Parseoni tehsil is done by 82 NSS volunteers on dated 21/07/2015 8 Drop-out are found and on dated 22/02/2016. 21 Drop-out children are found.

- 24 Hr. Ambulance for patient and (students and general public) for LataMangeshkar Hospital, Digdoh, Nagpur.
- 48 sitter vehicle for the patient of this area ones in a week for LataMangeshkar Hospital, Digdoh, Nagpur.

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	02 Acre.	---	Management	02 Acre
Class rooms	06		UGC, Management	06
Laboratories	---	---	---	---
Seminar Halls	---	---	---	---
No. of important equipments purchased (≥ 1 -0 lakh) during the current year.	---	---	---	---
Value of the equipment purchased during the year (Rs. in Lakhs)	---	---	---	---
Others	---	---	---	---

4.2 Computerization of administration and library

Software is prepared for admission process execution of which will be from 2015-16 onwards. E-governance system is established in the office and library. Computers, printers, photocopiers, fax etc. Are available in main office. Library advisory committee gives suggestions for the development of the library.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2722	342797	523	108615	3245	451412
Reference Books	5370	1929453	03	1150	5373	1930603
e-Books	---	---	---	---	---	---
Journals	173	48437	---	---	173	48437
e-Journals	---	----	---	---	---	---
Digital Database	---	---	--	--	--	--
CD & Video	---	---	---	---	--	--
Others (specify)	---	---	--	--	--	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	35	14	---	---	01	04	10	5+1 Laptop
Added	---	---	Yes	---	---	--	--	--
Total	35	14	Connecte d	---	01	04	10	5+1 Laptop

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

- The library is equipped with 03 computers to enhance facility available with library.
- Main office is well equipped with computers, internet, printers and photocopies.

4.6 Amount spent on maintenance in lakhs :

i) ICT	----
ii) Campus Infrastructure and facilities	Rs. 4,91,016/-
iii) Equipments	---
iv) Others	---
Total :	Rs. 4,91,016/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC ensures all reserved category students to get the scholarships on time. Students' orientation programme is conducted at the beginning of every academic session where newly admitted students are made aware about the various Student Support Services available in the college. The IQAC also renders these information by publishing it on college prospectus.

5.2 Efforts made by the institution for tracking the progression

Personal guidance, on both academic and non-academic matters, is made available to the students through mentoring, which is offered in the College at multiple levels. Each student meets their mentor, on a one-to-one basis. Teacher take these are personal meetings to gets to know the student personally and keeps track of their academic performance, attendance record, course registration, and fulfilment of course requirements and so on, giving guidance where necessary on matters pertaining to academics.

5.3 (a) Total Number of students

UG	PG	PH.D	Other
597	62		

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%	Women	No	%
	264	40.06		394	59.78

Last Year (2014-2015)						This Year (2015-2016)					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
16	105	48	400	---	569	86	124	40	409	--	659

Demand ratio 3:1

Dropout % - 2

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

Training, guidance, lecture are conducted for the students for the competitive examinations

like MPSC, UPSC, particularly for the Staff Selection Commission Examination.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT

IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

- The students having the problem in academics and some other personal problems, are solved through counselling done by subject teachers and class mentors.
- Some student's approaches to principal for career guidance and are guided by principal through counselling.
- Programs on currier guidance is taken by the college.
- Currier Guidance Cell gives information about various post and there advertisement in the daily New paper.

No. of students benefitted

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

- Women's Grievance Cell has been established.
- Programs for girls are taken in college like health issues, diet and nutrition importance of YOGA exercise.
- Workshop on a subject 'Personality Development' and 'English Speaking' is organized in collaboration with HERD and the girls from the Egypt (Kahira University) have given visit to the college.
- Leader ship development programme under YIN.
- Cultural programme at Parseoni Tahsil. Ground Chief Guest Mr. Tedhe (Tahsildar)
- Educational Tour.
- Blood Donation is done by the girls students.

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	362	13,58,081
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organized / initiatives

Fairs : State/ University level National level International level

At. Nagardhan, Ramtek, and Mansar Excavation

Exhibition: State/ University level National level International level

5.12 o. of social initiatives undertaken by the students

5.13

VISION

- To promote higher education in the remote and economically backward region.
- To create cultural, moral values and national integration.
- To serve the social needs and to uplift the living standards of the rural and tribal youths by imparting higher education
- To encourage them for self-employment and for that to start short-term educational and training courses to make them self-dependant.

MISSION

6.1 S

- To facilitate educational opportunity to the under-privileged section of society.
- To provide quality higher education to its students.
- To develop academic programmers based on local/regional/national/ global needs.
- To inculcate discipline, higher levels of culture and time values of life among the youth.

MA

6.2 Does the Institution has a management Information System

- Yes. The institute has management Information System. All the information of the institute regarding administrative procedures, finance, student admission, student's records, evaluation and examination procedures, research administration, etc. is available to everyone on demand. Similarly, it is updated by the institute and maintained as database by the Director, Higher Education, Pune, Maharashtra. The data can be retrieved and accessed online.
- MIS is also used for Administrative processes including finance Network through Software's like Tally.

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

6.3.1 Curriculum Development

- As the institute Curriculum development. The institute has to follow the curriculum developed by the university.

- Active participation of faculty members through representation in various subjects as well as via participation in various workshops organized for curriculum development and execution.
- Feedback and group discussions were conducted to discuss about the reconstruction of curriculum.

6.3.2 Teaching and Learning

- Each faculty member prepares exhaustive teaching plan for the course module for every session.
- The allotted syllabus is completed by every staff member within time.
- Study materials are shared with students.
- Continuous up-gradation of library. To meet the growing academic requirements.
- Special coaching is provided to slow learners.

6.3.3 Examination and Evaluation

- Final examination is responsibility of the university. The institute shoulders big share of responsibility for conduct of university examinations.
- Institute regularly conducts unit tests, common test as per university pattern.
- Continuous Evaluation of students through oral, class test, home assignments.
- Evaluated answer books are distributed in the class for discussion of the ideal answer.
- Evaluation in the University Exam is being carried by Valuation and Moderation Method.
- Every month in class test exam is conducted. Before the University exam, Model

6.3.4

- The institute is a recognized by RTMNU
- Research Advisory committee provides essential facilities and encourages the faculty to participate in various research based activities such as Conferences, Seminars, Workshops, Symposium, etc.
- Faculty members are encouraged to submit proposals for Major or Minor Research Projects
- Research Committee regularly posts information about, forthcoming workshops, seminars and conferences.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library :Library has its own Central building since 2013 its richness should berecognized from following table.

1	Staff Rooms	01
2	Reading Halls	01

- This year, the library stock was enriched by addition of **523**new text books ofvarious subjects.

03reference books

- As a part physical infrastructure/ Instrumentation, the Institution has a huge playground for various sports activities.

Infrastructure :01 Sports room (10ft X20ft)

Instruments :Net ball, Net ball Pol, Net ball Kit, Cricket Bat, Foot Ball

6.3.6 Human Resource Management

- The Institution tries to Manage the required Human Resource.
- As per and need, Resource Persons from outside are invited.
- Healthy relationship with NGOs is maintained to organise collaborative extension activities.
- For any grievance or complaint a committee is formed which investigate thematter and suggest the solution to resolve it.

6.3.7 Faculty and Staff recruitment

- The recruitments are made in accordance with the Rules and Regulations laid by University Grants Commission, State Government and RTM Nagpur University

6.3.8 Industry Interaction / Collaboration

- Educational tours and Field visits are organized by the institute to enhance the students Knowledge in recent industrial trends.
- College Departments has a collaboration with Surrounding Colleges for research and academic development of the faculty and Students

6.3.9 Admission of Students

- **Prospectus:**

At the beginning of academic session the institute prepares updated prospectus which provides detailed information about the institute 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 also provides detailed information about academic as well as support facilities. The academic calendar, rules and regulations. The information about PG Courses.

Institute Notice Board

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

6.4 Welfare schemes for Teaching

Teaching	GPF,LIC, Medical Reimbursement, Leave Travel concession, Loan Scheme by our Credit Society branches
Non Teaching	GPF, LIC, GIS, Medical Reimbursement, Various Govt. Loan Schemes, Leave Travel concession & Banks.
Students	Student Welfare Fund, Book Bank, Scholarship, Concession to Economically Weak Student.

6.5 Total corpus fund generated

Rs.

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	Agency	Internal	Authority
	Yes/No		Yes/No	
Academic	Yes	RTM Nagpur University Nagpur	Yes	VSPM Academy of Higher Education, Nagpur
Administrative	Yes	RTM Nagpur University Nagpur	Yes	VSPM Academy of Higher Education, Nagpur Institution.

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

For UG Programmes

Yes

No

For PG Programmes Yes No

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

N.A.

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

Not Applicable

6.11 Activities and support from the Alumni Association

- Tahsil Level Indian Constitution competition is Organized by the faculty Pol. Sci.in collaboration with alumni association. 'PAULWAT PRATISTAN'
- Felicitation of Ph.D. award teachers is organized by alumni.
- Various cultural programme i.e. elocution competition, Debate competition on current subject and environment, pollutionof the students of high schools, Jr. Colleges, and Senior Colleges (Inter Collegiate) is organized by alumni.

6.12 Activities and support from the Parent – Teacher Association

- Parent Voluntary take active participation in Institution activities like Blood, Donation, Plantation, health care.

6.13 Development programmes for support staff

- The staff Members are supported for adequate training as and when required.
- Promoted to the faculty members for presenting Maximum research papers in seminars and conferences etc.
- Teaching and non-teaching staff have attended various workshops conducted by sister institutes of the management and of other colleges as well.
- Career advancement and promotion schemes are available for the staff

6.14 Ini

- Plantation programme in the campus is conducted every year by NSS Volunteers.
- During the cleanliness of campus, the wasted plastic material is being disposed off regularly.
- Rain-water harvesting in the campus.
- Dust bins have been provided in every department and in the every wing of the building
- Students are also discipline to switch off electric gadgets and thus save energy.
- Students are counselled not to waste the paper and minimize the use of paper.

MAHA

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.

Zero-Balance Account;-

The college has facilitate its students with providing them the facility to maintain a zero balance bank account in various Nationalized Banks, located near the campus .This has helped the students in a great many ways.

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

- Help For the Students for Police Training. The Students from the Colleges and outside students practice on the ground for entry in the Police service and Army. 200 M. track, Long jump pit, Single Bar and Double Bar is made available with the help of HERD Foundation. Training time 7.00 to 9.00 AM.
- Academic Audit conducted by IQAC.
- Feedback collected from students at the end of Session.
- To celebrate Birth anniversary of Rastrapita Mahatma Gandhi 02/10/2015 ‘Bhajan’ and Books Exhibition.
- The birth anniversary of Late Arvindbabu Deshmukh celebrated on 12/05/2015.
- Faculty members are participated in various international, national and state level conference/seminar/workshop.
- Student participated in in various college, university and national level sport competition.
- Blood donation camp, NSS camp, Health checkup camp.
- Transformer is install with the help of MSEB to fulfill the need of Electricity.
- Furniture is Purchased.
- Inter collegiate competition on ‘The Indian Constitution’.
- Proposal for MRP for the subject Mar. His. Soc. Is send to UGC.
- The Survey on Drop-out children in Parseoni tehsil is done by 82 NSS volunteers on dated 21/07/2015 8 Drop-out are found and on dated 22/02/2016. 21 Drop-out children are found.

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

1. 'Yoga and Pranayam Shibir'
2. To conduct tournaments so as to provide platforms to the players for developing competitive ability and sportsmanship.

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

7.4 Contribution to environmental awareness / protection

Water harvesting;

1. Channels are made at all the borders of ground for proper maintenance of trees and ground.
2. Beautification of the campus.

7.5 Whether environmental audit was conducted? Yes No

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

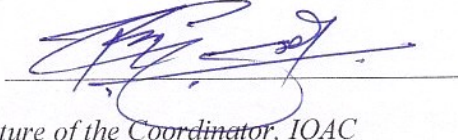
Coaching for the students under 18 (12 to 18 Year.)

Increase the coaching for KABADDI, KHO-KHO, WOOD BALL, THROW BALL plan.

8.Plans of institution for next year

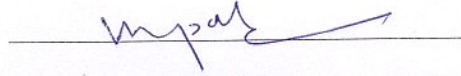
- To develop college website.
- To organize Blood donation camp.
- To organize book Exhibition.
- NAAC Accreditation.
- To publish college Annual "Onjal."
- To increase placement ratio.
- Encourage faculty to submit research projects to various agencies along with UGC for research funding.
- Beautification of the College Campus.
- To upgrade infrastructural facilities with ICT Facility.

Name PRAMOD M. GORDE



Signature of the Coordinator, IQAC

Name Dr. VINAYAK S. TRPATE



Signature of the Chairperson, IQAC

Annexure I

1. Academic calendar of the session (2015-2016)
2. Best Practices : 'Yoga and Pranayam Shibir', To conduct tournaments

**MAHATMA GANDHI ARTS & COMMERCE COLLEGE PARSEONI
DIST- NAGPUR**

ACADEMIC CELENDER 2015-16

S.N.	Programme in Session	Date	Organizer
1	Session – I	16/06/2015 To 15/10/2015	
	Admission Process & Annual Academic Budget	17/06/2015	
	International Yoga Day	21/06/2015	S.R. Kahate
	Starts Regular Periods	01/07/2015	
	Late. M.A. Deshmukh Birth Anniversary & Student Nomination in NSS / WSC	01/07/2015	
	World Population Day	11/07/2015	L.B.Jadhao
	Tree Plantation & Sports Seminar for Student / Yoga Classes every Saturday	22/07/2015	K.S. Manmode/ S.R. Kahate
	Ranganathan Day Celebration Book/B.T.Card Distribution, Students Seminar	12/08/2015	P.N. Dhote
	Independence Day	15/08/2015	
	Formation of Subjects Group	25/08/2015 To 30/08/2015	
	Last Date of Admission by University	01/09/2016	
	Last Date of Enrollment by the University	05/09/2016	
	Teacher Day / Students Council	05/09/2015	S.N.Jawale
	Late. A. D. Deshmukh Death Anniversary & Cultural Programme.	19/09/2015	L.B.Jadhao/ P.M.Gorde
	N.S.S. Day	24/09/2015	K.S.Manmode
	Laxminaryan Day & Alumni Meet	30/09/2015	
	Mahatma Gandhi Jayanti & Book Exhibition	02/10/2015	P.M.Gorde
	Diwali Vacation	16/10/2015 To 15/11/2015	
2	Session – II	16/11/2015 To 30/04/2016	
	University Exam (W)	21/10/2015 onwards	
	Constitution Day Celebration & Reading Elocution Competition	26/11/2015	S.N.Jawale
	Dr. B.R. Ambedkar Mahaparinirvana Din	06/12/2015	D.T.Shende
	N.S.S. One Day Camp/World H.R Day	27/12/2015	K.S.Manmode
	Aids Awareness Programme	27/12/2015 To 04/01/2016	K.S.Manmode
	Swami Vivekananda Jayanti/ Health Checkup Camp	12/01/2017	P.M.Gorde S.R.Kahate
	Republic Day Celebration	26/01/2016	S.R.Kahate
	Sports Meet	27/01/2016	S.R.Kahate
	Mahatma Gandhi Martyrdom Day	30/01/2016	S.N.Jawale
	Practical Exam & Tutorials	01/02/2016 To 10/02/2016	S.N.Jawale
	Ch. Shivaji M. Jayanti	20/02/2016	K.S.Manmode
	Language Day (Marathi)	27/02/2016	R.D.Kabhe
	World Women Day	08/03/2016	D.T.Shende
	Send-Off Programme	12/03/2016	P.M.Gorde
	University Exam (S)	17/03/2016 onwards	R.D.Kabhe
	Dr. B.R. Ambedkar Jayanti & Late. Smt. M.A.Deshmukh Death Anniversary	14/04/2016	R.A.Raut
	Maharashtra Day	01/05/2016	R.A.Raut
	Summer Vacation/ Valuation, Moderation by the Teacher	01/05/2016 To 15/06/2016	



Principal

(Signature)
Officiating Principal
Mahatma Gandhi Arts & Commerce
College, Parseoni, Dist. Nagpur

