Lok Shikshan Prasarak Mandal, Wardha's

LOK MAHAVIDYALAYA, WARDHA

Accredited 'B' Grade by NAAC

Internal Quality Assurance Cell
AQAR 2016-17

Submitted to

National Assessment and Accreditation Council, Banglore

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. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution

LOK MAHAVIDYALAYA, WARDHA

1.2 Address Line 1

Bachelor Road

Address Line 2

Pratap Nagar

City/Town

Wardha

State

Maharashtra

Pin Code

442001

Institution e-mail address

principal@lokmv.edu.in

Contact Nos.

07152-242580

Name of the Head of the Institution:

Dr. Mrs. Pushpa S. Tayde

Tel. No. with STD Code:

07152-242580

Mobile:

09423119221

Name of the IQAC Co-ordinator:

Mahendra G. Sahare

Mobile:

09403098804

IQAC e-mail address:

principal@lokmv.edu.in

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

NAAC/WR/MHCOGN 11824

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

EC(SC)/01/RAR/35

1.5 Website address:

www.lokmv.edu.in

Web-link of the AQAR:

http://www.lokmv.edu.in/uploads/aqar_2015-16.pdf

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	C+	62.30	2004	2009
2	2nd Cycle	B	2.20	2014	2019
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   11/07/2005

1.8 AQAR for the year *(for example 2010-11)*   2016-17

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

   i. AQAR -2014-15 submitted to NAAC on 12 – 10- 2015
   ii. AQAR - 2015-16 submitted to NAAC on 03 – 02- 2016
   iii. AQAR_____ _____(DD/MM/YYYY)

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)* | Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur |

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence   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   14

2.2 No. of Administrative/Technical staff   --

2.3 No. of students   --

2.4 No. of Management representatives   02

2.5 No. of Alumni   01

2. 6 No. of any other stakeholder and
   community representatives   01

2.7 No. of Employers/ Industrialists   01

2.8 No. of other External Experts   01

2.9 Total No. of members   20

2.10 No. of IQAC meetings held   :   03

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

Non-Teaching Staff   01   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. | 00 | International ☐   National ☐   State ☐   Institution Level ☐

   (ii) Themes ☐

2.14 Significant Activities and contributions made by IQAC

> 1. Planned the yearly academic calendar
>
> 2. Planned the academic & non-academic activities
>
> 3. Analysed the output and feedback
>
> 4. Suggested the plan for the future task

2.15 Plan of Action by IQAC/Outcome : **Refer to point 7.2**

   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

   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 - IQAC ☑

   Provide the details of the action taken

☐

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	--	--	--	--
PG	06	--	--	--
UG	02	--	--	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	--	--	--	--
Others (YCMOU)	UG = 02 PG=02 MBA, M.A. (Marathi)	--	--	--
Total	13		--	--

Interdisciplinary	--	--	--	--
Innovative	--		--	--

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

Pattern	Number of programmes
Semester	08
Trimester	--
Annual	04

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

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

*Please provide an analysis of the feedback in the Annexure

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

> 1. Syllabus of B. A. Part One is revised to Semester Pattern by RTM, Nagpur University.
>
> 2. Syllabus of B. Com Part One is revised to Semester Pattern

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
15	05	09	00	01 Principal

2.2 No. of permanent faculty with Ph.D.

07

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
Nil	03	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

2.4 No. of Guest and Visiting faculty and Temporary faculty   CHB   27

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	07	10	06
Presented papers	07	10	06
Resource Persons	01	01	00

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

1. Use of ICT (PPT, LCD, OHP, Internet, Etc. in teaching- learning, Presentation and interactive sessions of students, Guest Lectures, field visits, survey by Geography department etc

2. Teacher's Study Material (Soft Copy- PPT/PDF Presentation) is shared with the students.

3. Documentary films on important issues related to the curriculum are shown to the students

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

185

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

- Tests and terminal exams were conducted by college at par with the pattern of University Exam. The results were communicated instantly & the weaker students were counselled and guided.

- Open book class tests are also organised.

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

0	0	04

2.10   Average percentage of attendance of students

85%

2.11   Course/Programme wise distribution of pass percentage :

Sr. No.	Course /Programme	Appeared	Pass	Pass Percentage %
1	B. A. I- Sem I	339	31	9.14
	B. A. I- Sem II	279	51	18.28
2	B. A. II	182	33	18.13
3	B. A. III	110	37	33.63
4	B. Com I- Sem I	162	56	34.70
	B. Com I- Sem II	173	56	32.37
5	B.Com II	53	15	28.30
6	B. Com III	57	28	49.12
07	M. A.Sem II (Marathi)	10	10	100
08	M. A. Sem IV (Marathi)	04	04	100
09	M. A. Sem II (History)	06	05	83.33
	M. A. Sem IV (His)	13	11	85.61
10	M. A. Sem II (Economics)	10	00	000
11	M. A. Sem IV (Economics)	09	08	88.88
12	M. A. Sem II (Sociology)	16	16	100
	M. A. Sem IV (Sociology)	24	22	91.66
13	M. A. Sem II (Psychology)	27	06	22.22
14	M. A. II (Psychology)	04	03	75
15	B. Lib & ISc	39	06	15.38
16	M. Lib & Isc I	05	00	00
17	M. Lib & Isc II	15	15	100

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

   1. IQAC monitors & supervises the teaching-learning process.

   2. It motivates the use of ICT in teaching –learning.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	00
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	--

Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	02 STC
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	10	02	00	00
Technical Staff	00	00	00	01

Criterion – III 3. Research, Consultancy and Extension

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

- IQAC promotes faculty members to register for PhD.

- It also motivates attendance and presentation of research articles in conference and seminar.

- Sanctions ODL for faculty to attend seminar, conference and workshops.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	--
Outlay in Rs. Lakhs	--	--	--	--

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	--
Outlay in Rs. Lakhs	--	--	--	--

3.4   Details on research publications

	International	National	Others
Peer Review Journals	03	05	--
Non-Peer Review Journals	01	06	--
e-Journals	--	--	--
Conference proceedings	01	06	06

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	--	--	--	--
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects *(other than compulsory by the University)*	--	--	--	--
Any other(Specify)	--	--	--	--
Total	--	--	--	--

3.7 No. of books published   i) With ISBN No.   [02]   Chapters in Edited Books   [00]

ii) Without ISBN No.   [00]

3.8 No. of University Departments receiving funds from

UGC-SAP [ ]   CAS [ ]   DST-FIST [ ]

DPE [ ]   DBT Scheme/funds [ ]

3.9 For colleges   Autonomy [ ]   CPE [ ]   DBT Star Scheme [ ]

INSPIRE [ ]   CE [ ]   Any Other (specify) [ ]

3.10 Revenue generated through consultancy   [30,150/-]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	--	--	01	--	--
Sponsoring agencies	--	--	Self Financed	--	--

3.12 No. of faculty served as experts, chairpersons or resource persons   [03]

3.13 No. of collaborations   International [00] National [00] Any other [00]

3.14 No. of linkages created during this year [00]

3.15 Total budget for research for current year in lakhs :

From Funding agency [nil]   From Management of University/College [40000/-]

Total [40000/-]

3.16 No. of patents received this year

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

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

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

3.18 No. of faculty from the Institution
who are Ph. D. Guides [05]
and students registered under them [15]

3.19 No. of Ph.D. awarded by faculty from the Institution [01]

- Prof. Sau. Sarita S Ganraj is awarded PhD degree by the university.

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: College Level: 224   Boys= 59   Girls= 165

University level [00]   State level [00]

National level [00]   International level [00]

3.22 No. of students participated in NCC events: N.A.

University level ☐	State level ☐
National level ☐	International level ☐

3.23 No. of Awards won in NSS:

University level 00	State level 00
National level 00	International level 00

3.24 No. of Awards won in NCC: N. A.

University level ☐	State level ☐
National level ☐	International level ☐

3.25 No. of Extension activities organized

University forum 00	College forum 00		
NCC 00	NSS 6	Any other ☐	

3.26 Major extension activities and Institutional Social Responsibility during the year 2015-16

1) International Youth Day was celebrated on 12th August 2016. HIV/AIDS Awareness Rally was organized in collaboration with District Civil Hospital, Wardha.

2) Campus Cleaning on 14th August 2016 and 2nd Oct. 2016.

3) Narsai Mata Temple premises cleaning drive was organized on 21st Jan 2017.

4) Seven Day Residential Camp (20-25 Jan 2017): Awareness Campaign on 'Use and Construction of Toilets' at Anji Village.

5) Awareness Campaign on Çashless India Mission at Anji village

6) On 31st Jan. 2017, NSS volunteers undertook the cleaning drive in Wardha city.

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	33697	--	--	33697
Class rooms	32	--	--	32
Laboratories	05	--	--	05
Seminar Halls	01	--	--	01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	--	03 Printer, 01 Camera	--	--
Value of the equipment purchased during the year (Rs. in Lakhs)	--	1,59,140/-	College Fund	1,59,140/-
Others (Chairs, Fans, Coolers, Desk-Benches, Sports equip. Etc.		153884=00	College Fund	153884/-

4.2 Computerization of administration and library   : Yes

> 1. Administration – fully computerised (CMS, MIS software are operative in office)
>
> 2. Online admission, online scholarship, enrolment, Exam forms and online Sevaarth Salary etc are being functioned with computerised administration.
>
> 3. Library – Fully Computerised (Libman, Kiosk are used for functioning)

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	12089	--	1299		13388	2844975
Reference Books	1200	--	31		1231	813306
e-Books			--			
Journals	05	--	02	--	07	--
e-Journals			--			
Digital Database	--	--	--	--	--	--
CD & Video	--	--	--	--	--	--
Others (Magazine)	07	--	05	--	12	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	28+ 12 (Laptops)	12	03	03	01	08 + 1 (Laptop)	04+ 11 (Laptops to teachers)	01
Added	00	00	01	00	00	00	00	00
Total	40	12	04	03	01	09	15	01

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

- Free internet facility for Teachers and students in computer lab

- MIS and AISHE handling and operating training workshop organised by RTM, Nagpur University was attended by Nodal Officer, Prof. M. N. Pimpale

- Training related to Generating and Filling in Online Exam forms conducted by University was attended by non-teaching staff.

- Workshop was organised for students on '**Email Creating & Operating**' by Deptt. of English.

4.6 Amount spent on maintenance in lakhs :

i) ICT 0.7020

ii) Campus Infrastructure and facilities 1.53884

iii) Equipments 1.59140

iv) Others 1.13229

Total : 3.31373

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Scholarship & Free ship facility to SC/ST/OBC and Minority students.

- Concession in tuition fee, easy instalment of admission fees

- College Magazine & prize & certificate distribution for students' achievement in Academic, Cultural and Sports Activities.

- Extra Classes & Field Visits

- Track suits, nutritional food and TA are offered to Sports students.

- Students Support and Mentoring Cell is proactive to provide Psycho-social support to the students.

5.2 Efforts made by the institution for tracking the progression

- Regular staff meetings

- Result evaluation & academic audit

- Regular feedback from students

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others	Total
998	161	00	00	1159

(b) No. of students outside the state

00

(c) No. of international students

00

Men

No	%
461	39.77

Women

No	%
698	60.22

	Last Year 2015-16						This Year 2016-17					
	General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
Male	15	131	68	318	00	532	22	87	71	281	00	461
Female	27	124	112	520	00	783	25	102	124	447	00	698

Demand ratio   1:1   Dropout : 3.88 %

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

- Library Department has undertaken a special initiative for the students preparing for Competitive Exams like MPSC, UPSC, Banking, Railways, Staff Selection Commission etc. Besides the college students, the library extended its generosity to the aspirant of competitive examination from the resource less strata of society.

- Besides reading room facility from 8.00 am to 7.00 pm including holidays, the Competitive Exam Cell is providing special assistance in form of study material – books, journals, magazines and newspapers.

- Ads for Vacancy and Competitive Exams were published on notice board.

- Prof. M. N. Pimpale conducted 'Grammar Course for Competitive Exams' during July- August 2016 and Feb- March 2017. Total 150 students participated from our college and external including profession working in various government departments.

- A guest lecture on 'Guidance for MPSC and UPSC was organized by Library department. Mr. Anup Kumar, director of Nalanda Academy, Wardha guided the students.

No. of students beneficiaries   300

5.5 No. of students qualified in these examinations –.

| NET | 00 | SET/SLET | 00 | GATE | 00 | CAT | 00 |
| IAS/IPS etc | 00 | State PSC | 00 | UPSC | 00 | Others | 06 |

5.6 Details of student counselling and career guidance

- Guest lecture on 'Career Opportunities in Foreign Languages' was organized on 12 July 2016. Guest speakers, Dr. Ravi Kumar, Dr. Shailesh Kadam and Dr. Anirvan Ghosh of Mahatma Gandhi International Hindi Uni. Wardha addressed the students.
- Mr. Arab Adhikari, the leadership trainer of Life Changing Training Programme oriented the students on motivational transformation on 17th July 2016.

- Eminent literati, Dr. Damodar Khadse and eminent poets, Dr. Mukundrao Tapkire and Dr. Gajanan Pathak from Pune delivered lecture on 7th Oct 2016.

- Prof. Prakash Nathe, Retired Librarian at Yeshwant Mahavidyalaya, Seloo, Dist Wardha addressed the students on "Importance of Reading" on the occasion of birth anniversary of Dr. APJ Abdul Kalam on 15th Oct 2016.

- Mr. Suresh Ganraj, Instructor, Self-employment Dept of Govt. of Maharashtra, delivered lecture on Self-employment is indeed the need of Age' on 22nd Oct 2016.

- Commerce Department organized the workshop on 'Maharashtra IT Genius'on 14th August 2016.

- Dept. of Home Economics organized the workshop on 30/08/2016 on 'Making Envelop and Mobile Cover'. The workshop was conducted under the guidance of Sau. Kalpana Bais.

No. of students benefitted | 400 |

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

- Gender Sensitization was conducted through Women Development Cell and Women's Study Centre collaboratively.

- Assistant Police Inspector, Ms. Shilpa Bharde addressed the students on the laws, rights and security related issues of women on 9th August 2017.

- One Day Awareness workshop on "Women's Harassment and Security at Workplace Act 2013' under the auspices of Vishakha Directive Principles was conducted.

5.9 Students Activities

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

State/ University level | 05 | National level | 00 | International level | 00

No. of students participated in cultural events

State/ University level | 06 | National level | 00 | International level | 00

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

Sports : State/ University level | 05 | National level | 00 | International level | 00

Cultural: State/ University level | 00 | National level | 00 | International level | 00

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	09	44,622=00
Financial support from other sources	--	--
Number of students who received International/ National recognitions	--	--

5.11 Student organised / initiatives

Fairs   : State/ University level | -- | National level | -- | International level | -- |

Exhibition: State/ University level | -- | National level | -- | International level | -- |

5.**12** **No. of social initiatives undertaken by the students** | 02 |

1) Students undertook the awareness campaign on "**Use and Construction of Toilets'** at Anji village during NSS Camp during 20-25 Jan. 2017.

2) **'Awareness Campaign on Cashless India'** was undertaken at Anji village. Students provided information and training to the residents of village regarding operation of various methods to fulfill the monetary transactions in daily life.

5.13 Major grievances of students (if any) redressed: No grievances received.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision : To create and provide facilities of quality education to the students coming from Wardha and nearby rural areas.

Mission: To serve community and social development by inculcating regularity, sincerity, punctuality and perfect discipline to transform the students into responsible citizen of India

6.2 Does the Institution has a Management Information System

Yes, All the data of college admission, registration and classification are undertaken in MIS

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

6.3.1   Curriculum Development

- Curriculum is designed & structured by RTM, Nagpur University.

- Dr. P. S. Tayde: Semester Pattern Curriculum of B. A. & M. A. (Economics)

- Prof. Sunil D. Patne: Semester Pattern Curriculum of B. A. & M. A. Semester Pattern (Pol. Science)

- Dr. Suchitra S. Patne: Semester Pattern Curriculum of B. A. and M. A. (English)

- Prof. Sarita S. Ganraj: Semester Pattern Curriculum of B. A. and M. A. (History)

- Dr. Avinash Sahurkar: Curriculum of M.S. H. S. C. Board, Pune

6.3.2   Teaching and Learning

- Teaching Plans

- Extensive use of ICT, online study material.

- Classroom seminars by students and assignments

- Slow and advanced learners were identified and extra time and attention was given to upgrade their level. Moreover, advanced learners were provided extra study material- reference books, internet sources etc.

- Documentary films, academic, motivational movies, dramas etc pertinent to the curriculum were shown to the students aiming to enrich their understanding.

- Laboratory work, experiments, study tour, field visits, computer lab, etc tools are used to enhance curriculum understanding of the students.

- Guest lectures, activities through Study Circle were organised.

6.3.3 Examination and Evaluation

- Students' progression was continuously evaluated through class tests, oral questioning and terminal examinations.

- Model Question Banks were provided to the students.

6.3.4 Research and Development

- Research Papers have been published by faculty members in Peer Reviewed Journals & Conference Proceedings with ISBN, ISSN.

- State Level Seminar on 'Demonitization: Its Impact and Outcome' was organised by Dept of Economics and Commerce Dept collaboratively.

- Prof. Sarita S. Ganraj has been awarded Ph.D Degree by RTM, Nagpur University.

- Duty leave and T. A. And registration fees have been provided to the participants in seminar and conference.

6.3.5 Library, ICT and Physical infrastructure / instrumentation

- Suggested text books and other books by the Faculty members have been purchased.

- Other reference books have been purchased.

- Magazines for Competitive Exams have been subscribed

6.3.6 Human Resource Management

- Available human resource was managed to cater to the maximum outcome.

- Free Medical Check-up and Health Maintenance Camp was organised in which teaching and non-teaching staff were enlightened on health tips and free medical check-up was done.

6.3.7 Faculty and Staff recruitment

- Eligible and efficient visiting faculty members were selected through advertisement and intensive interview screening methods

6.3.8 Industry Interaction / Collaboration

1) Department of Political Science visited the Maharashtra Legislative Assembly/Council, Nagpur on 8th Dec. 2016.
2) The students of Home Economics Dept. visited the Gruh Udhyog run by Mrs. Sumitra Bais on 22nd February 2017.
3) Dept. of Economics organized the field visit to Magan Sangrahalaya and Khadi Gramodyog Wardha .

6.3.9 Admission of Students

- After Admission counselling was undertaken to help students to opt the subjects of their interest and liking. Thus the students could opt the subjects of their choice.

6.4 Welfare schemes for

Teaching	Yes
Non teaching	Yes
Students	Yes

6.5 Total corpus fund generated

30,150/-

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			Yes	CDC/IQAC
Administrative			Yes	CDC/IQAC

6.8 Does the University 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?

N.A.

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

N. A.

6.11 Activities and support from the Alumni Association

Alumni Meet was organized on 26 March 2017.

6.12 Activities and support from the Parent – Teacher Association

Parent- Teachers' Association Meet was organized on 26 March 2017.

6.13 Development programmes for support staff

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

- Campus Cleaning & Garden Maintenance Committee observes cleaning and maintenance continuously.

- Garbage is disposed properly.

- Daily wages staff has been appointed for campus maintenance and sanitation.

Criterion – VII

7. <u>Innovations and Best Practices</u>

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

- Monthly meetings with HODs to assess and observe the functioning of the teaching – learning, co-curricular and extra curricular activities. Programmes for consecutive months were assigned and difficulties and difficulties in function were discussed and solved.

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

- Guest Lectures   :   Organised

- Gender Sensitization Programmes   : Organised

- Workshop on Information Management and Application- Library Dept : Yes

- More extension activities and ISRs   : Yes

- Motivating Non-teaching Staff's participation in workshops organised by UGC HRDC   : Participated in workshops organised by University

- Career Counselling and Placement Initiatives for students   :   Yes

- Workshop on 'Personality and Soft Skill Development' for students : Yes

- Home Eco Dept—Recipe, Rangoli, Mehandi, Floral etc Competition   : Organised

- Organising National Seminar/Conference   : State Level Seminar Organised

- Strengthening Research Publications   : Yes

- Organising Intellectual and Cultural Competitions for students   : Yes

- Enhancing Sports Programmes and its Outcome   : Yes

- Field Visits, Study Tours, Industrial Visits   : Yes

- Feedback on Teaching- Learning   : Yes

- Home Eco Dept—Apparel and Handicraft Exhibition : Yes

- Home Eco Dept—Recipe Competition, Mehandi, Rangoli etc. :Yes

- Student's Initiatives   : Yes

- Strengthening Research Publications : Yes

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

- Reading Room timing has been increased from 8.00am to 7.00 pm including holidays.

- Awards and Prizes to the toppers in exams and sports champions.

- Inspirational Posters and Quotations of Great Leaders from various fields

7.4 Contribution to environmental awareness / protection

- Mr. Gajendra Surkar, a social activist, delivered his speech on the protection and maintenance of environmental balance and preservation of water resources on 16th Jan 2017.

- Environment Education Dept organised lectures on environment awareness and protection.

- Students prepare project book on various issues related to environment and climate change

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: 1. Dedicated and efficient teaching staff   2. Located at centre of the city.

3. Ready administrative facilities for students

Weaknesses: 1. insufficient admissions in PG Courses 2. Resource Generation, 3) Non-availability of full time teachers for non-grant courses

Opportunities :   1. Research Journal Publication   2. Strengthening Career Counselling & Placement   Cell   3. Fund Generation

Threats :   1. Average Exam Results   2. Students unemployability

8. **Plans of Action for institution for the session 2017-18**

- Improving the exam results
- Strengthening of Remedial and COP
- Installation of ICT classrooms
- Initiatives for Collaborations and linkages
- Gymnasium
- Guest Lectures
- Gender Sensitization Programmes
- Workshop on Information Management and Application – Library Dept
- Library Dept : Book Fair & Exhibition
- More extension activities and ISRs
- Organising Intellectual and Cultural Competitions for students
- Enhancing Sports Programmes and its Outcome
- MoU with Vivekanand Kedra Wardha
- ICT training for Teachers
- Motivating Non-teaching Staff's participation in workshops organised by UGC HRDC
- Career Counselling and Placement Initiatives for students
- Workshop on 'Personality and Soft Skill Development' for students
- Field Visits, Study Tours, Industrial Visits
- Submitting Minor and Major Research Projects to UGC
- Organising National /International Level Seminars
- Feedback on Teaching- Learning, Administration and Curriculum
- Home Eco Dept—Apparel and Handicraft Exhibition
- Home Eco Dept—Recipe Competition
- Student's Initiatives
- Inter-collegiate Seminar for Students
- Organising National Seminar/Conference
- Strengthening Research Publications
- Literary Display Board for students and Teachers
- Display Board for Competitive Exams
- Celebrating 70 Years of Independence- Film Festival Week, Speech/Debate Competition and Lecture Series etc

Signature and Name of IQAC Co-ordinator

(Mahendra G. Sahare)

Signature and Name of IQAC Chairman

(Dr. Pushpa S. Tayde)

Principal,
Lok Mahavidy....
WARDHA.