

**P.W.S. ARTS AND COMMERCE COLLEGE,**  
**Kamptee Road, Nagpur**  
**The Annual Quality Assurance Report (AQAR) of the IQAC**  
**2014-15**

**Part – A**

AQAR for the year (*for example 2013-14*)

2014-2015

**I. Details of the Institution**

1.1 Name of the Institution

PWS Arts and Commerce College

1.2 Address Line 1

Kamptee Road

Address Line 2

Teka-Naka

City/Town

Nagpur

State

Maharashtra

Pin Code

440026

Institution e-mail address

principal@pws college.edu.in

Contact Nos.

0712-2653711

Name of the Head of the Institution:

Dr. R. P. Gan

Tel. No. with STD Code:

0712-2653711

Mobile:

9890441589

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

OR

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

1.5 Website address:

**Web-link of the AQAR:**

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

#### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+	76.50	2004	5 years
2	2 <sup>nd</sup> Cycle	B	2.64	2011	5 years
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

**1.8** 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 2011-12 submitted to NAAC on 30/09/2012
- ii. AQAR 2012-13 submitted to NAAC on 17/12/2013
- iii. AQAR 2013-14 submitted to NAAC on 10/03/2016

### 1.9 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

### 1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

### 1.11 Name of the Affiliating University (*for the Colleges*)

Rashtrasant Tukdoji Maharaj  
Nagpur University

### 1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc: None

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme	7	DST-FIST	
UGC-Innovative PG programmes		Any other ( <i>Specify</i> )	
UGC-COP Programmes			

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	05
2.2 No. of Administrative/Technical staff	02
2.3 No. of students	01
2.4 No. of Management representatives	01
2.5 No. of Alumni	02
2.6 No. of any other stakeholder and community representatives	01
2.7 No. of Employers/ Industrialists	None
2.8 No. of other External Experts	None
2.9 Total No. of members	13
2.10 No. of IQAC meetings held	2 meetings per year

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  3,00,000/-

2.13 Seminars and Conferences (only quality related): None

(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

- IQAC is an important unit which monitors the overall activities of the college.
- The major contribution is monitoring the academic activities and sports related activities through official meetings and interaction with convenor.
- IQAC give some concrete plans to different departments and student support committee convenors and suggestions for some relevant activities and programmes, also advise administration and management for financial support to it

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
IQAC makes a yearly plan of action and monitors various activities concerning quality enhancement. In 2014-15 the following plan was chalked out: <ul style="list-style-type: none"> <li>• Improving the overall results with organizing remedial classes.</li> <li>• Research Projects by students on both PG and UG level</li> <li>• Increasing the span of extension</li> </ul>	<b>Achievements:</b> <ul style="list-style-type: none"> <li>• A course on soft skill was conducted</li> <li>• Two Volumes of Anthology on the life, works and Mission of Dr. Ambedkar Published during the session.</li> <li>• Conducting a collaborative research Methodology workshop for seven days as per UGC guidelines.</li> </ul>

activities	• Alumni meet was organised
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\* 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

The IQAC takes actions and plans as and when required. Various activities were organized to widen the scope of extension activities. Focus on improving the results was live by improving the collaboration system and remedial classes.

## Part – B

### Criterion – I

#### I. 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	10	None	None	None
UG	02	None	None	None
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	12			

Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	10

Trimester	
Annual	02

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.

Revision of syllabi is done every 3 years by the university. In this year BA part II and B. Com part II was revised. It was changed to make subjects more skill based. Eg. In compulsory English a component of Step Up II for improving Spoken Skills has been added

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

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
30	19	11		

2.2 No. of permanent faculty with Ph.D.

13

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
	04								

2.4 No. of Guest and Visiting faculty and Temporary faculty

1   26

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	16	45	23
Presented papers	05	19	02
Resource Persons		09	

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

**Department of English** constantly tries to adopt new methodology for teaching and learning.

The teaching and learning process of the institution abides by the norms made by the university and its academic calendar. Each department tries to bring changes as the requirement of syllabi and level of students. Therefore changes brought by various departments are being highlighted.

In this academic year a film club was formed for better understanding of novels and plays which are parts for the course.

**Department of Hindi** introduced *Shodh Satsangh* a research activity for faculty and students was continued this year also.

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

192

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

None:

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

04

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. Final	197		2.17%	80.43%	17.40%	23.35%
B.Com Final	131		2.5%	70%	27.5%	30.53%



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

- IQAC has regular meeting with faculty members
- Contributory teachers are appointed for Non-grant section
- IQAC members also interact with students and related committees to monitor their academic activities.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	07
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	04
Summer / Winter schools, Workshops, etc.	
Others Research Methodology Workshop, Santaji College	03

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	28	05	----	04
Technical Staff				

## Criterion – III

### 3. Research, Consultancy and Extension

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

1. Under IQAC Research Committee has been formed, which conducts Research related activities like Talks, conference
2. College releases funds for MRP
3. The faculty members are given Duty leave to attend conference and seminars
4. The college also publishes an Interdisciplinary Research Magazine in which faculty members publish papers.
5. Conference proceeding in English and Hindi, Marathi were also published this year

#### 3.2 Details regarding major projects : None

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects

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

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals		08	
Non-Peer Review Journals		03	
e-Journals			
Conference proceedings		09	

#### 3.5 Details on Impact factor of publications: None

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 <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No.

03

Chapters in Edited Books

03

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from: None

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

The institution has only 2 major programmes in UG Arts and Commerce

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number		01			
Sponsoring agencies		Self Sponsored			

Workshop

State Level	Other
	03

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

09

3.13 No. of collaborations

International

National

Any other

02

none

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency  From Management of University/College   
 Total

3.16 No. of patents received this year: none

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 (Annexure)

Total	International	National	State	University	Dist	College
04		03			01	

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   
NCC  NSS  Any other

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

Extension Activities have a very different context for an institution like ours, because the institution caters to students from marginalized students of backward classes. Besides the institution is situated in North Nagpur which is on one corner of the city, therefore caters to students from nearby town and villages. The college has adopted 2 villages “Varegaon” 15 km away and “Kawatha”, 2.5 km away. Various departments conduct extension activities in these two villages with NSS:

- NSS conducts a blood donation camp in which not only the students and teachers participate but also people from the neighbourhood donate blood.
- Cancer awareness rally through NSS
- Free Health Check up camp at Jeevan Ashray Vradhashram by social sciences department at Vaishali Nagar
- Career Guidance Mela of 3days was organized with NGO “Awaz” in collaboration with Employment and Placement Cell in PWS College ground which was one of the huge arrangements. About 14 industries put up their stalls. Nearly 500 students registered on the first day . every day many seminars and presentations were made about career guidance.
- A social discussion was also organized by NGO groups “Sarathi and Gaurav” on the upliftment of transgenders during the career mela.
- Upliftment and Employment opportunities for Transgenders : In the social discussion, various job opportunities and issue of social taboo was discussed. Many students agreed to take up the issue on the social level, so that discrimination against them reduces.
- A special session was held for Deaf and Dumb students. They were oriented with the sign language. The new gages which help t make their life easier were also displayed. Through this extension activity the normal children got an opportunity to mix with physically challenged ones and realized their difficulties.

- The institution constantly provides its auditorium for various programme held for social courses
- Budha Dhamma prachar samiti meetings of state level
- Summer camps for orphan students
- Women's Cell in collaboration with a Doctors' Organization FOXY had organized a Health Awareness Camp for students and their parents. Many participants from the neighbourhood were invited to attend.

## 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				
Class rooms	40		UGC	40
Laboratories(Computer Lab and Language Lab)	02		UGC	02
Seminar Halls	02		UGC	02
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.		Sports Material	UGC	
Value of the equipment purchased during the year (Rs. in Lakhs)		97, 343/-		
Others				

#### 4.2 Computerization of administration and library

Administrative office is totally computerized. Regular Maintenance and replacement is done.

The library is partially computerized. Internet facility is provided to students.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	37146	3131693	802	189172	37948	3320865
Reference Books	4433	421637	86	53000	4519	474637
e-Books					0	0
Journals	34	62500	2	4300	36	66800
e-Journals					0	0
Digital Database					0	0
CD & Video	32		4		36	0
Others (specify)	1136		53		1189	0

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	54	10			13	21	10	
Added	02							02
Total	56							

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

1. Two non-teaching staff were sent for university conducted workshops on ICT
2. ICT knowledge of teachers are upgraded in Refresher and Orientation courses (give number)

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	57800
ii) Campus Infrastructure and facilities	48000
iii) Equipments	112100
iv) Others	289634
<b>Total:</b>	507534

### Criterion – V

## 5. Student Support and Progression

### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- The IQAC constantly strives to provide improved students support services in the campus.
- Services like library, remedial coaching are constantly monitored.
- Students awareness is created by programmes like fresher's day and various

5.2 Efforts made by the institution for tracking the progression

Alumni association, guidance cell and employment cell constantly keep contact with pass out students through various activities during the session. Guidance for further education and jobs is given to them by individual departments as well.

5.3 (a) Total Number of students

(b) No. of students outside the state

(c) No. of international students

	No	%		No	%
Men	1301	50.31	Women	1299	49.97

Last Year								
Gen	SC	ST	OBC	Ph. Challenged	NT	SBC	Minority	Total
178	1117	103	364	2	102	89	47	2002

This Year								
Gen	SC	ST	OBC	Ph. Challenged	NT	SBC	Minority	Total
202	1488	101	490	1	115	91	69	2600

Demand ratio: 1:1      Dropout %: 26%

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

The Courses like NET/SET coaching Center, Remedial Teaching and coaching for entry in Services are conducted for students as support mechanism. Seminars were also conducted in the Career Guidance Mela for 3 days.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	03	SET/SLET	<input style="width: 30px; height: 20px;" type="text"/>	GATE	<input style="width: 30px; height: 20px;" type="text"/>	CAT	<input style="width: 30px; height: 20px;" type="text"/>
IAS/IPS etc	<input style="width: 30px; height: 20px;" type="text"/>	State PSC	<input style="width: 30px; height: 20px;" type="text"/>	UPSC	<input style="width: 30px; height: 20px;" type="text"/>	Others	<input style="width: 30px; height: 20px;" type="text"/>



### 5.6 Details of student counselling and career guidance

The institution caters to marginalized students of lower middle class. Therefore, students counseling is required on different levels. The department of sociology has Counseling Cell which guides students on various social evils and family related problems. During the admission process, counseling is given to students who are confused about subject options, choice of programme because most of the students are first generation learners who have no parental guidance. Career guidance is provided through employment cell and other department level activities.

No. of students benefitted

200

### 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
4	130	10	57

### 5.8 Details of gender sensitization programmes

Gender Sensitisation programmes are taken on classroom level by Women Cell and Grievance Cell

### 5.9 Students Activities

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

State/ University level

17

National level

10

International level

#### No. of students participated in cultural events

State/ University level

National level

International level

Intercollegiate

25

#### 5.9.2 No. of medals /awards won by students in Sports, Games and other events: None

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	70	29000
Financial support from government	1479	9582282
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

### 5.13 Major grievances of students (if any) redressed:

There are no major grievances. The grievances at college level regarding book availability in the library and cleanliness have been redressed. The Grievance cell which comprises of teachers regularly looks into the grievances of the student and brings them to the notice of the Principal.

## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

##### **Vision of the Institution:**

The institution envisions moulding of students who have humanitarian views, scientific approaches and are firm believer in positive social change. Such inspired youth will uphold the human values of liberty, equality and fraternity, and also shoulder the responsibilities of taking nation to greater heights.

##### **Mission of the Institution:**

1. To give advantage but affordable education so that the poorest of the poor students can avail it
2. To promote marginalised students towards professional courses and all round personality development.
3. To create environment of research through various training programmes, class, assignments, workshop, seminars and projects.
4. To undertake different educational programme and projects jointly with other institute for the benefit of students. Promote and stimulate students to become responsible citizen and entrepreneurs.

The mission of the institution is to provide an opportunity of education to the poorest of the poor. Therefore right from the admission process to academic teaching this mission is focused upon.

The mission and vision are continuously communicated to students, teachers, and staff through various academic, extracurricular and extension activities. An effort is taken to involve the parents through parent-teacher meet and many annual programme like Vyakhan Mala on Ambedkar Jayanti have been organized since the inception of the college.

#### 6.2 Does the Institution has a management Information System

The institution does not have an MIS. Though the working of Administrative Office and Library is fully computerised

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

### 6.3.1 Curriculum Development

Curriculum design and development are as per the directives of the university. Many faculty members who are on the different Board of Studies contribute to the change. University curriculum is strictly followed. Different methods are followed to teach the syllabus effectively. ICT is used printed material is provided for different subjects.

### 6.3.2 Teaching and Learning

The institution has constantly tried to upgrade its infrastructure to facilitate teaching and learning. This year nothing specific was added. The infrastructure and equipments are regularly upgraded. This year green boards have increased in number. The college has a Language Lab, through which syllabus is taught.

### 6.3.3 Examination and Evaluation

Examinations are held as per university norms. Classroom evaluation is done as per Unit Tests, Prelims, are conducted for each class. Teachers play an important role in university exams as paper setters, evaluator and as co-officers for other centres. Nearly all faculty members are involved in university examination work and evaluation process.

### 6.3.4 Research and Development

Faculty members are constantly encouraged to complete their Ph.Ds, Research Projects . Research Materials and appropriate leave is given. Research Cell conducts activities to make the teachers aware of the latest trends in research. Student's research projects at different level in UG and PG classes are also taken up.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

Upgradation of Library, maintenance of ICT is regularly done. The whole process of admission has been computerized. The non-teaching staffs are also technically savvy. They are also sent for training programmes of different levels like university and govt agencies.

The institution has one of the biggest libraries in North Nagpur. Books and other resources are constantly upgraded.

Library orientation for students is regularly held. Internet facilities in the library are also provided to students without any charges.

Network resources centre is also run by the library. Journals, magazines, and other E-resources are also provided to the students.

### 6.3.6 Human Resource Management

The HR management is done regularly to improve the HR quality. Faculty and Non Teaching staffs are regularly sent for Refreshers and Orientation Courses. The University also runs many courses, to which they are sent for training.

### 6.3.7 Faculty and Staff recruitment

Recruitment on any level is as per UGC and University guidelines. The recruitment is regularly done as per vacant posts. A proper process is followed under the purview of expert committee in appointing new faculty. Almost all post are filled up.

### 6.3.8 Industry Interaction / Collaboration

Many departments have MoU's and collaborations. Under these various activities have been organised and monitored by IQAC. The scope for industry interaction is limited.

### 6.3.9 Admission of Students

The college caters to a large section of marginalized students. Therefore the admission process is kept simple and accessible to students of these communities. The institution is committed to give education to needy students form marginalized sections of society.

### 6.4 Welfare schemes for

Teaching	Credit Coperative Society
Non teaching	Welfare fund
Students	Govt. Scholarship, Needy Students Fund

### 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			
Administrative			Yes	M/s Ratan Chankak & Co.

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?

The institution is not autonomous, therefore has to follow the guidelines of the university. Faculty members selected on the University Boards make suggestions for various reforms.

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

The institution has only two programmes on UG level i.e. B A and B Com. PG courses like M A and M Com are all self funded. Therefore autonomy is not possible, so efforts are made in this direction.

6.11 Activities and support from the Alumni Association

Alumni association is very active. As many alumni are employed in the institution as faculty members and non-teaching staff. An annual meeting was organized. An alumnus of Dept of English Rajneesh was invited to present a talk to the members of English Literary Society.

6.12 Activities and support from the Parent – Teacher Association

The Parent Teacher Association is a nominal body because the parents are mostly temporary and daily wage workers. The institution takes up some welfare programmes in areas where large number of students reside.

6.13 Development programmes for support staff

The support staffs are very few and employed temporarily in number. Therefore nothing separately is done for them.

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

- Regular tree plantation is undertaken in the campus area and also in the neighbourhood.
- The Environment Cell undertakes many awareness programme on campus and off campus both.

## 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.

Every year university student representative is selected as per the requirements of university. This year the student representative was encouraged to motivate a group of students through various activities like Fresher's Day to cultural events etc. This innovative step was successful in motivating students to take initiative in arranging various programme. This year UR Ratnakar Ganvir of BA III brought a great change in the participation of students.

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

There is no formal ATR. The working of the institution is as per the Academic Calendar. They are chalked out and implemented in the IQAC meeting.

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

The institution has the mission to cater to marginalized students at a very low fee structure. Every year there are many parents and students who require greater concessions. Every year many such parents are given further concession which is one of the best practices of the institution.

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

7.4 Contribution to environmental awareness / protection

The college has an Environment Cell through which yearlong activities are conducted to create awareness about the environment.

7.5 Whether environmental audit was conducted? Yes  No

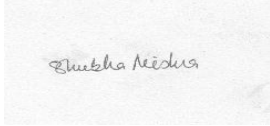
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Many students are first generation learners coming from very poor families. Besides at the entry point, many marginalized students have multiple attempts at XII class level. Therefore the college does not produce any gold medallists etc. but has the satisfaction of catering to the poorest of the poor.

## 8. Plans of institution for next year

- Renovating the Hall
- Providing covered parking

*Name : Dr. Shubha Moshra*



*Signature of the Coordinator, IQAC*

*Name: Dr. Ramesh P. Gan*



*Signature of the Chairperson, IQAC*

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