



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		DR. MADHUKAARAO WASNIK P.W.S. ARTS AND COMMERCE COLLEGE, NAGPUR
Name of the head of the Institution		Dr. Yeshwant V. Patil
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		07122653711
Mobile no.		9823419389
Registered Email		principal@pwscollege.edu.in
Alternate Email		yeshwantp5215@gmail.com
Address		Kamptee road, Teka, Nagpur
City/Town		Nagpur
State/UT		Maharashtra
Pincode		440026

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Sudesh B. Bhowate
Phone no/Alternate Phone no.	07122653711
Mobile no.	9823419389
Registered Email	principal@pwscollege.edu.in
Alternate Email	sudeshbhowate@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.pwscollege.edu.in/uploaded_files/AOAR_-2017-2018.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.pwscollege.edu.in/uploaded_files/Academic_Calender_2018-19.pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B+	76.50	2004	08-Jan-2004	07-Jan-2009
2	B	2.64	2011	30-Nov-2011	29-Nov-2016
3	B+	2.65	2017	12-Sep-2017	11-Sep-2022

6. Date of Establishment of IQAC	10-Dec-2002
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7. Internal Quality Assurance System	
Quality initiatives by IQAC during the year for promoting quality culture	

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
No Data Entered/Not Applicable!!!		
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
Significant contribution made by College IQAC is given in separate sheet.	

[View File](#)

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
No Data Entered/Not Applicable!!!	
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
IQAC	22-Jan-2020
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	08-Jul-2019
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Since college is affiliated with RTM Nagpur University, college implements university curriculum for the respective courses. The action plan for the implementation of the curriculum follows the college academic calendar. The implementation of the curriculum carries out in the structured form by the individual departments. Departments conduct meeting with the faculties in the beginning of the session. Teachers' diaries, attendance books and formats of teaching plan for the session given to them. Teachers are asked to share teaching plans with HoDs in the meeting. Weekly teaching plan through diaries are monitored by HoDs. The teaching plan is equipped with classroom method, LCD based lectures in each week, Group discussion, interactive, and different innovative methods. In the beginning of the session every year some subjects like English, Commerce, Economics, etc. initiate bridge courses so that entry level students may cope with the university curriculum. In the staff council principal briefs the teachers about the objectives of the curriculum implementation. In the time table theory and tutorial are properly divided by the time table committee. Students are introduced to the library and online resources. Language Laboratory, Commerce Computer Laboratory, Central Computer Laboratory all offers internet access to students. Problem solving exercises, field visits, students project works, surveys and excursion including industrial visits are organized regularly to make the learning more effective and student centric. To cover some specific elements of syllabus, Subject Experts from the different colleges and industry invited regularly for the Guest Lecture by each department. On the other hand, to update teachers about the modern pedagogy, they are regularly sent to the Orientation and Refresher Courses organized by UGC HRDC. Contributory teachers are oriented by HoDs in the departmental meetings and a general orientation for Contributory teachers is organized in the college. Teachers are encouraged to participate in various Conferences and Workshops to update their knowledge and to present their research papers. College also organizes conferences and workshops for teacher,

Ph.D. Scholars and students where these stakeholders learn different leadership skills besides their enhanced subject knowledge helps in better implementation of curriculum.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Certificate Course on Communicative English (Language Laboratory based)	01/09/2018	14
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?

(maximum 500 words)

Feedback Obtained

Yes, College has a formal structured mechanism to obtain feedback from all the stake holders every year. The feedback is generally conducted in the month of March/ April. The Mechanism is as follows: Components of Feedback System: Students: Feedback is taken from the students before the closing of the session. Feedback committee distributed forms in the classrooms through representative teachers. The forms are gathered and analyzed in the presence of all the committee members. Teachers': 1. Teacher's feedback is also conducted by Feedback committee by distributing forms to them. Forms are collected and analyzed. 2. Yearly Teachers Profile (developed by college IQAC) is submitted by individual teachers to the college NAAC room for the various IQAC reports. The Profile is collected in the month of April before the closing of the session. Employers': 1. Principal of the college by consulting management representative gives the feedback on college employees in the feedback form. The concerning teachers contacted personally and counselled for any issue related their conduct. 2. Confidential Reports is separately generated by the Principal by consulting the HoDs which is used for various placement processes of the teachers. Alumni: Alumni feedback is generated from the alumnus during alumni meet by the committee or by individual departments. The form analyzed by the feedback committee and reports are submitted to the Principal. Parents: Parent's feedback is taken by feedback committee during Parents-Teachers meet or when parents' individually visit the departments during various other occasions. Method of Analysis: The feedback is gathered and analyzed by the Feedback Committee under the guidance of college IQAC. Only employers' feedback is given by Principal by consulting the College Management representative to IQAC. The feedback committee has senior faculties as its members who are associated with various academic bodies in the University helped analyzing the feedback generated from all the stakeholders. The report of the feedback committee is given to the principal for the appropriate action in the light of Quality enhancement. IQAC keeps the report of analysis for record.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1787	531	25	0	19

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
No Data Entered/Not Applicable !!!					
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Student's Mentoring System in College Goals: 1. To identify students / Sports person with Potential to excellence 2. To identify slow learners for immediate help and counselling with bridge courses and tutorials 3. To encourage advance learners with adequate support in and off class situations 4. To support students with needy fund 5. To promote sports persons, cultural artists, academic excellence with Merit 6. To provide Emotional / social intelligence through extension Activities Method: Step 1: During admission, the Students' Profile (developed by college IQAC) reveals Students' socio-economic status. Many students seeks concession of fees, some students are employed somewhere, some students are unable to make a right choice about optional subjects, all these students are counselled at the table and later if needed they are sent to the academic counselling table for further help. Step 2: In the meeting, HoDs brief faculty members for the initiation of bridge course especially in English, Economics, and commerce. Also they are asked for the identification of slow learners and fast learners. Tutorial classes are arranged for the weak learners to ensure the steady progress. Fast learners are provided additional reading material and space in the department for reading and regular interaction. Step 3: In the classrooms teachers maintain record of students through attendance book and diary. Student's addresses and phone numbers are gathered. Absent students communicated through mobile text message or post cards. Some teachers initiate whats app group of classroom or a department for 24/7 interactions with students Step 4: Through Notices and personal meetings sportspersons and interested students are informed for cultural competitions. These students are called for practice sessions and screening. Initially on college level competitions are organized for identification of talents. Selected students are given specialized coaching by faculty members. These trained students participate in different competitive sports and cultural competitions on different level. Step 5: In the regular classroom two unit tests in each semester is conducted. Students are asked to submit class assignment in each semester. Teachers also conduct group discussions in the classroom to ensure the steady progress. Step 6: If students failed in exam, tutorial and extra classes are arranged to help them relearn difficult part. In case of students get excellent score, such students are given additional time in the department to prepare them to stand out as merit in the final examinations of university. Outcome: 1. It helps understand student's socio-economic background which further helps teacher to act appropriately to work upon students with their needs. 2. A bond between teachers and students created through the mentoring 3. It helps identify sports persons and cultural artist for further grooming 4. Interactions through social media helps in maintaining track with students needs and progress. It also helps reduce absenteeism. 5. Unit tests and various classroom activities helps teachers in monitoring students' problems and progress 6. Through tutorial, extra classes and interaction in department passing percentage is increased and excellence is assured. And also helps reducing dropout rate.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2318	25	1:93

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
58	25	33	0	18

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level,	Designation	Name of the award, fellowship, received from Government or recognized
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	international level		bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

In the classrooms teachers organizes interactive sessions and group discussions on regular basis to ensure maximum participation. Such sessions helps teachers diagnose student’s strengths and weaknesses. Accordingly they further plan their class teaching schedule for students’ improvements. Students are provided with study material or web links for further study. Periodic visits to industry by commerce and economics departments and other departments organize study tours to ensure students outdoor learning. Need based Regular Guest Lectures and academic programmes also help in ensuring students’ learning. College has examination committee prepares a schedule for unit tests, submission of assignments and Viva-voce according to College Academic Calendar. the individual departments through their faculty members submit students incentives marks through university online portals and the hard copy of these incentives submitted to confidential dept. of University within dead line. The College examination committee monitors the actual implementation of the schedule by all departments. Departments are asked to submit reports to the committee. College Admin Department (Exam) Displays notices for application of examinations, University Exam Time Table and Final Results. Admin Employees related examinations provides every help to students applying for revaluation and other issues related examination.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar plays a vital role in guiding various organizational academic activities in the campus. Every year, following University Academic Calendar, Academic Calendar of the College is prepared by the Committee in the guidance of principal and IQAC. The calendar contain various schedule includes, admission, examination, viva, holidays, days of observations, etc. Departments and different committees with respect to the schedule organize various academic and extracurricular activities. As per the schedule of calendar notices for different activities, holidays, assignments, Viva-voce and unit tests are displayed on the notice boards of respective departments and on common display boards. Also notices are circulated through classrooms. University time table and results are displayed time to time. Web link of university portal and Academic calendar of the college is given on college website. Students are in particular informed about examination schedule and various deadlines. Teachers also in respective classes ensure that the students are aware about various dates and schedules.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the

institution are stated and displayed in website of the institution (to provide the weblink)

http://www.pwscollege.edu.in/uploaded_files/Course_Outcome_UG_&_PG.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
View File					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

[http://www.pwscollege.edu.in/uploaded_files/Students'_Satisfaction_Survey_2018-19_\(pilot\).pdf](http://www.pwscollege.edu.in/uploaded_files/Students'_Satisfaction_Survey_2018-19_(pilot).pdf)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	2	UGC	115000	90000
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Symposium on Union Budget 2019-20	Economics	07/02/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Department of English	1
Department of Sociology	1

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
All	6
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
View File						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
View File				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Gender equality	On occasion of Womens day on 8 March 2019 An Awareness rally for womens awakening towards their rights and gender equality in the neighbouring colonies	womens cell	5	50
Gender equality	A Programme on Women Empowerment and Womens safety was organised on 3rd January 2019	womens cell	5	40
Health Awareness	Health camp for women organised by college Womens cell. Dr. Kanchan Sorte, Gynecologist and physician was invited for lecture, Health checkup and counselling	Womens cell	5	35
Health Awareness	Blood donation camp Sicle cell testing camp on 23 January 2019. Some 45 students donated blood.	NSS	2	45
Gendar Equality	Awareness rally on Beti Bachao -Beti Padhao on 3rd January 2019 on	NSS	2	100

	occasion of Savitribai Phule Jayanti			
Swachha Bharat	Cleanliness Drive on the occasion of Gandhi Jayanti on 2nd October 2018	NSS	2	50
Swachha Bharat	Guest Lecture on cleanliness app launched by NMC, programme held on 1st september 2018	NSS	2	50
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
View File			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
275000	74030

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added

Laboratories	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Libman	Partially	cloud based	2010

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	40855	4012239	21	6875	40876
Reference Books	4814	570637	2	1200	4816	571837
Journals	34	66800	Nill	Nill	34	66800
Digital Database	1	Nill	Nill	Nill	1	Nill
CD & Video	40	Nill	3	Nill	43	Nill

No file uploaded.

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. Sudesh Bhowate	E Study material MP3 format for mobile listening	circulated in college for a blind student	06/11/2018

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	63	11	5	4	14	21	8	22	18
Added	0	1	10	2	0	2	0	0	0
Total	63	12	15	6	14	23	8	22	18

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

22.17 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and
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	recording facility
Department of English	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
150000	94126	706000	594130

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. College has a defined system for maintenance and purchase of equipment in the campus. Departments and admin sections have to prepare their requirements along with proposed budget for the item and submit it to the principal for approval. IQAC also prepare its plan for respective departments and plans for college of its own in the light of required activity of programme (course) in the college. During last 10-12 years College has developed its infrastructure by the UCG grants under various heads. In the light of major purchases and maintenance a budgetary provisions is made in the College Annual Budget of the college by the Budget Committee by looking into the requirements from all the departments and sections. Building infrastructure: On the basis of suggestions from staff council / IQAC/ College Management repair or extension of building i.e. lavatory, ground, classrooms, Computer Laboratories, admin section, conference hall, etc. is undertaken. Such maintenance is approved by College Management. Classroom lavatory maintenance is undertaken in the summer/ winter vacations to avoid the inconvenience to the students. Electronic Equipment (Computer/Printers/ CCTV/ Xerox machines, etc: As per the requirement of purchase or maintenance, departments are asked to submit the requisite in the format to the principal. College has already hired services from a private firm to look after all computer and electronics related maintenance in the college round the year. Major purchases are done by Tender process by publishing corrigendum. Electrical Maintenance: Electrical maintenance is also done as electronic maintenance. For electrical repair and fixtures, college hired a service from a local serviceman who gives services round the year. Carpentry works: All carpentry works are done in the vacations. Broken inventory is gathered from different sections and departments and repaired to save expenditure on purchases. Library: College Central Library has library Committee involving teachers and IQAC coordinator. Departments are asked to submit the requirements of Text Books, curriculum related books, reference books and journals, etc. All such requirements are put before the meetings of the committee, passed for purchases and sent to Principal for approval. Approved list of books later send to the publishers and local book stores to purchase. Sometimes outstation reputed publisher visited college. The representatives of the publishing house then are asked to visit the HoDs of the departments. The HoDs selected some books from these publishers according to their needs and submit it to the Library Committee for purchase. Same process of approval is followed. Repair works and all library works planned in the beginning of the session, approval for financial expenditure from principal is taken and implemented. Sports Department Gymnasium: College has independent sports department, extended Gymnasium and outdoor sports ground. HoD of the department gets the requirement for the department approved from the principal to purchase or for maintenance. Major purchases approved in the management

meeting by the principal.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	Nil	Nil
Financial Support from Other Sources			
a) National	Government of India Scholarship	1106	4271715
b) International	Nil	Nil	Nil
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
4	4	30

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student's councils / study circles College follows two modes of students' participations in college student's council. In the first mode, an UR is elected from the class representatives who later represent college in the University Students Council. Most of the time college follows university schedule and process for the election of college UR. He/she is taken on college IQAC as student's representative. The elected UR is also taken by different committees like, library, cultural, sports, etc for the democratic governance and maximum participation of students. In the second mode, each department has a study circles for the smooth functioning of the departmental academic, cultural and extension activities. With the help of faculty of the department a class representatives to the Study circle is nominated by the class students. Later all these representatives elect the body of Study Circle of the department including President, Vice-President, Secretary, Treasurer and five members balancing gender equation in the executive body. Study circles are inaugurated in the month of July/ August and late all departmental activities are organized by involving the Student's body of Study Circle. The planning of the departmental activities is done as per the Academic Schedule. Department Study circle looks into organizing departmental events/ activities like Departmental projects, cultural programmes, Guest Lectures, Educational Tours, industrial visits, orientations, workshops, etc. Student's representatives through College Student Councils and Different Study Circles help organize different academic and extracurricular activities effectively. A maximum participation for the students is seen when these representatives involves in the governance and monitoring process. College NSS and NCC students remain

available in organizing different academic and extension endeavors as volunteers and as organizing members renders their active services to the college. The NSS troop leader who is a senior cadet and represented college to the university/State/National level helps in monitoring the unit activities. He/she also extends his help in organizing large activities by monitoring NSS volunteers. The maximum participation from these representatives is also indicative of their learning in leadership and decision making.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

450

5.4.3 – Alumni contribution during the year (in Rupees) :

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

2

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1. Process of Decentralization Entire functioning of the college is majorly divided into two broad parts i.e. Policy framing Bodies and Implementation Units (Functional Bodies). Being a part of a certain unit, all the stakeholders of the college fixed in a particular role depending on each other. Therefore, decentralization of power and work is happen automatically. Policy Making Bodies: College Management, College Development Committee, IQAC, Staff Council (Sr. College) College management is an entirely independent body run by trustees and founder members functions externally. It keeps watch on the functioning of the college. College Development Committee is headed by Chairman of the college and Principal of the college is Secretary. This apex body takes decision from college development to all the issues related the better functioning of the college. In IQAC, members monitor the quality of academic standard and take decisions related the policies for quality measures in the college. IQAC implemented various policies and quality initiatives through various committees like, Feedback committee, Grievance Cell, Library Committee, Research Cell, Women's Cell, Employment and Placement, Guidance cell, Academic Counselling Cell, Alumni Association, etc. The fourth Policy making body is Staff Council where Principal is chairperson and a senior teachers acts as a secretary. It works through various committees like NSS, Examination Cell, UGC committee, Women's and Anti-Harassment Cell, Anti Ragging, etc. Implementation Units (Functional): Various bodies under IQAC and Staff Council, Different teaching Departments and its Study Circles, Non-Teaching and Administrative sections are the functional units implements policies decided in the apex bodies. Student representatives from Study circles, NSS and UR are taken on different committees for the democratic decisions and maintaining transparency. Parents and alumni are taken on Vikas Samittee and IQAC to maintain check and balance. 2. Culture of Participative Management: In college, decision making is the shared matter and Principal always brings many matters related college development, admin issues, employee related matters, etc. in the Vikas Samitee

for decision making and approval. Principal, Vice Principal, HoDs, and Admin sections Heads are given autonomy for making decision on their level by considering faculty members. It's always a matter of practice, for the functioning of the any committee / Unit its rules and regulations are decided in the staff council or individual committee meetings by inviting Principal and IQAC coordinator of the college. Some committees like Admission committee Grievance Cell, Feedback cell, Examination Committee, Library Committee, NSS, etc. usually call its meetings time to time for decision making. In the process of decision making and its implementations, Teaching, Non-teaching staff, and students represents in different committees to promote participative culture in the college.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	<p>College is stands successfully for last 50 years on the trust of its alumni. Our passed out students are the real ambassadors who make mouth to mouth publicity of college. Besides, college has official website (www.pwscollege.edu.in) which is updated and publishes admission relate notices and online free prospectus.</p> <p>College has admission committee separately for Commerce and Arts. The committees organize its meeting jointly in the month of April to discuss the process of admission in the next session besides few reforms in the process. The committee's works in collaborations with admin staff including admission section, examination section and scholarship section. The process of admission begins in the first week of June after the results of HSSC. Since college has developed "Admission at One Go" process, students completes his/her admission process within a day. The admission, examination and scholarship sections are fully computerized and are using "MasterSoft Cloud" provided by Master Software Pvt. Ltd. Therefore, admin staff completes entire process online on the same day. An authorized cloth store also has a ready section for college uniforms, so students get his/her uniform stitched in time. The committee offers every possible help to students including academic counselling, subject choices, filling of application, examination form and scholarship forms. Since college has</p>

developed "Single Window" system, he is supposed to submit all kinds of fees at the same window along with admission form. Economically weak students are provided with partial/ fully concession in admission fees besides installments facility is also available. College has developed a stress free admission process which is appreciated by passed out students and parents.

Industry Interaction / Collaboration

To implement the curriculum effectively healthy interaction with industry and employment sector is developed in the college. Some departments like Commerce and Economics have MoUs with corporate bodies for various purposes like students training, industry visits, guest lectures and workshop by experts, organizing interface and for social outreach programmes, etc. Employment and placement cell and Guidance cell organize interactive sessions for students with industry / corporate experts. Through these interactions students get ideas about corporate market and job requirements. Every year, to give on field experience, our students are taken to various industry, corporate firms, manufacturing units and banks. Exposure to the real work experience helps students prepare their mindset as well as to undergo appropriate training and skill based education.

Human Resource Management

Evaluation of human resource requirement in the college is done round the year. As per the vacancy created in in teaching or Non-teaching section in the college, a proposal to University and Joint Director of Higher education is sent for No Objection Certificate to fill the posts for full time basis. Since Government of Maharashtra kept a hold on recruitment since 2012-13, a large vacancy has been created in both granted and non-granted sections due to retirements of employee and of increase of sections. To meet the demand requires in teaching, workload has been filled by qualified contributory teachers every year. These appointments are given temporarily for current session only. An advertisement is given in the month of June/ July and walk in interview is conducted. A team of expert teachers is given by

University for interviews selects suitable candidates for the posts. The proposal for approval of all these contributory teachers is sent to university. These teachers are paid according to the rule of Government of Maharashtra. Non-teaching sections are also filled its vacant positions by contributory clerks.

Library, ICT and Physical
Infrastructure / Instrumentation

College central library is one of the best libraries in the city. It has over 40,000 books and references, besides it offers separate reading space to students, teachers and research scholars. Network Resource Centre offers free internet access facility to all the users. The functioning of library is partially automated and continuous updating is undertaken. College library uses Libman software for library, beside it offeres online search of books through OPAC system. Two sets of computer are kept for students use to search the books. Library has bought INFLIBNET for college students and teachers where separate passwords and ID are given to each individual to use. Students are allowed to download various online resources on free of cost basis. Library has different sections of books including reference section, UGC books, journal and magazine section, MRP books, Donated Books, Ph.D. and M.Phil dissertation section, text books and general books sections where students has direct access. Library organizes orientations for students where librarian gives utility based information about subject related library resources and presents rules and regulations of library. Students are directly taken to the library sections related subject and make them aware about resources.

Research and Development

College teachers are qualified and highly motivated in the subject research. They participate in various seminars, conferences and workshops to enhance their subject knowledge. They also present their research papers and participate in discussions. Teachers participating in seminars, Refresher /Orientation courses are given DL. FIP option is equally open for the teachers to avail for Ph. D. Many of the college teachers are approved Post Graduate

Teachers and Ph. D. Supervisor by the University. In the light of significant strength of supervisors, college has established research centres recently which are approved by RTM Nagpur University. College has research centres for Ph. D in Pali, English, Hindi, Economics, Commerce and Marathi.

Therefore, to foster research environment in the campus, orientations and symposium is organized for research scholars time to time. Library has separate reading space for research scholars and teachers and they are also provided space in individual department for interaction with supervisors and other scholars. These scholars are also given access to college computer laboratories for internet access and for writing their theses. Scholars are also encouraged to publish their research papers with the help of their respective guides. Undergraduate and post graduate students are also encouraged for research initiatives through the departmental projects funded by college. The project undertaken by departments are field visits based therefore, students get exposure to the external research fields and its problems. Students direct involvement in groups helps in inculcating research culture and professionalism.

Examination and Evaluation

RTM Nagpur University have adopted Semester pattern system for all the courses. Being affiliated college to cope with the examination pattern and to prepare our students, we have initiated continuous evaluation process. Two unit tests along with written assignment and viva-voce are conducted in each semester. Besides these formal tests, students are given home works by each subject teachers, evaluation of students study material, solving of university question paper and appropriate guidance by teachers is always provided. Results Unit Test and evaluation of assignments has been communicated to each students in the classroom, it helps in improvements of students understanding in the subject. For the first year students who are new to university examination system, an orientation by college teachers is provided to them. Department of Hindi takes initiatives in organizing such

orientation in each session. College has university examination centres therefore, college teachers participates in examination as an internal supervisors and invigilators.

Teaching and Learning

Student centric teaching-learning is the real soul of the academic purposes in the institution. College HoDs and Senior teachers who are related to university academic bodies, always guide rest of the faculties for shifting of teaching methods from traditional to the Modern one. A traditional lecture method is quite reduced and interactive and participative learning is encouraged in the college. In the departmental meeting always strategies for curriculum delivery is formally or informally discussed. Teaching plans submitted by the faculties are evaluated by the HoDs and appropriate suggestions are provided to them for actual implementations. Teachers Visits to Library to access its resources to prepare study material for students, Use of online resources and PPT method is highly recommended. In the classrooms, discussion method, demonstration by students, individual and group assignments, interactive methods, PPTs, project works, visits to curriculum related places and industry, off class consultations with teachers, etc. is encouraged.

Curriculum Development

Since curriculum is framed by University and a list of prescribed text books and references are clearly given, teachers used their knowledge to plan (Through Teaching Plan) its delivery in the classroom level through appropriate teaching method. HoDs and other senior teachers also help in adopting certain method for the same. Many of the college teachers are on various academic bodies of university, therefore, the very objectives of the curriculum delivery has been communicated to the faculties in the departmental meetings. Teachers' participation in curriculum related workshops is encouraged which help in implementing it on college level. Some of the college teachers have edited various course Text Books for university curriculum, are ready hand available resources for the delivery of

the curriculum. These teachers also send suggestions to university Boards of Studies for the reforms in the curriculum time to time. In the university, the semester pattern (CBCS) has been implemented for all the courses from 2016-17, college teachers actively participated in the curriculum development process on the level of syllabus framing, moderation and valuation of question papers and answer papers, etc.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	<p>Though college does not have MIS, but every section are completely computerized and works online. Entire admin department is using "Mastersoft Cloud" software for admission and examination data procession. Account, scholarship and Library have its own software to execute its works. Scholarship sections works on the online portal of the Social Welfare Department (Government of Maharashtra). Therefore, transparency is maintained in every works in the public domain.</p>
Administration	<ul style="list-style-type: none"> • Online culture is being adopted in all admin functioning of the college. College has official website to display its information and to notify its stakeholders for the oncoming events. The official website is updated as per the requirements of UGC and NAAC. • Principal uses email to communicate the employees regarding notices, memos and for exchanging different information. • Teachers are encouraged to process the information related its academic and extra-curricular activities for the website. • All reports and information generated by the individual departments are asked to communicate to the concerning departments via email.
Finance and Accounts	<ul style="list-style-type: none"> • Since Admission Process is automated in the college, various receipts at the Single Window Counter is generated computerized. • College account section is fully automated and salary of staff is directly credited to the accounts online. • Submission of admission fees online through admission software is likely to adopt in near future.
Student Admission and Support	<ul style="list-style-type: none"> • Prospectus is available on college

website to save students money. • Processing of students data related to admission is processed to university completely online. • Examination and scholarship forms also processed online to university and Social Welfare Department respectively. • Students are given information via email or mobile text messaging round the year.

Examination

• College website has available links of university and other important institutions related students for direct access from college website. • Examination forms are processed online to university. • Admission cards are generated online therefore, students get instant printout • Students downloads their examination time tables and results from the university website. It reduces the work pressure of college employee. • Internal examination schedule, dates of assignments and Viva voce dates are given on college websites for the students use.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
UGC HRDC 99th	1	20/06/2018	17/07/2018	28

Orientation coursecourse				
UGC HRDC Refresher course	1	05/12/2018	25/12/2018	21
Swayam (Arpit) Refresher course in Disaster Management1	1	01/12/2018	30/01/2019	60
UGC Hrdc Refresher Course	1	04/01/2019	25/01/2019	21
ICSSR Sponsored capacity Building Programme for social science faculty	1	18/02/2019	27/02/2019	10
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. Provision of 5 lac personal loan from College PWS Employees credit cooperative Society at a minimal interest. 2 Urgent assistance of financial help of Rs. 30 Thousant	1. Provision of 5 lac personal loan from College PWS Employees credit cooperative Society at a minimal interest. 2 Urgent assistance of financial help of Rs. 30 Thousant	Complete and Partial Concession in fees to Needy Poor students not covered under scholarship schemes

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Mobilization of college finances and expenditure are done as per the Budget prepared by the Budget Committee headed by the Principal in coordination with the expert teachers of department of Commerce and Economics. The record of all income and expenditure is maintained with utter transparency by the account section. For the major purchases 'process of tender advertisement' is used. The financial audit is done regularly by the Chartered Accountant at the end of financial year promptly.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose

-	Nil	Nil
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6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	Principal and IQAC Team
Administrative	Yes	For Ratan Chandak Co. Chartered Accountant FRN 108696 W CA Santosh Mohkar Santosh Mohkar Partner MEM No. 178246	Yes	Principal and Accountant

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Parents-Teacher meet organised for students of commerce and Arts from which good input received by the committee members 1. Suggestion for sms facility for parents to get updates about their ward 2. Parents wants counselling to their ward about reducing the mobile/ TV engagement 3. Parents assured about maximum attendance by their ward

6.5.3 – Development programmes for support staff (at least three)

1. Teachers are given permission to join different Professional developmental courses by UGC HRDC SWAYAM 2. Non Teaching staff are encouraged to join various training programme organised by different governmental agencies like, Social Welfare Dept for online scholarship, Cloud based admission process of college by Websie providers, etc 3. Teachers and Non teaching staff are given permission to pursue higher education by joining UG/ PG courses from Open university or As an external candidate from RTM Nagpur university.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. IQAC conducts meetings with staff to increase attendance and college results 2. Research facilities in college augmented with space made available in library, internet access was provided, number of supervisor increased with number of intake capacity in research centres in college. 3. Exit assessment in the for of online survey initiated by college.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Meeting with Staff to plan college result	04/02/2019	05/02/2019	30/03/2019	19
2019	Completion of departmental records Review of departmental and committee works	29/01/2019	01/04/2019	30/04/2019	30
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Helth Camp for women	19/09/2018	19/09/2018	50	Nill
Savitribai Phule Jayanti for Social Security	03/01/2019	03/01/2019	70	30

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
In the light of increased consumption of electricity in the college campus, college has already send a request to Hon. Union minister Shri. Nitinji Gadkari for grants to instal solar plant to which he gave us positive response.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Nill	1
Braille Software/facilities	Nill	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
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No Data Entered/Not Applicable !!!

No file uploaded.

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Womens Safety	08/03/2019	Nil	45
Awareness Programme on World Environment day	06/06/2018	Nil	70
International Yoga Day	21/06/2018	Nil	35
Digvijay day on 125 years of Swami Vivekanands speech	11/09/2018	Nil	45
Cleanliness campaign on occasion of Gandhi Jayanti	02/10/2018	Nil	80
Dhamma Sandesh on occassion of anniversary Conversion day at Nagpur	18/10/2018	Nil	24
Beti Bachao Beti padhao	03/01/2019	Nil	50

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- Campus made plastic free
- Awareness rally and campaign run by NSS department in the neighboring colonies.
- Regular Tree Plantation

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1: "Admission processes at one go." Goal: The goal of the practice is to provide admission to the student, fill up required forms of scholarship, examination and get the appropriate I card, all at the same time, on a single given time of a day. Background: Even though the administrative section of the college is computerized, the college has developed an admission system in synchronization with the admission committee, non-teaching staff and the Principal's office. Almost 75 students take scholarship and nearly 50 of the students are working, especially on the PG level. The whole process begins with scrutiny of admission form by the Committee and counselling of the students as and how required. Then filling up of scholarship form and completing details of student profile, fees and then final issue of I cards. Therefore with the help of streamlining the human resource, the process of admission is completed within few hours. The Context The changed practice has great significance because 50 of students are working. A large number of students come from nearby rural areas who cannot afford the bus ticket. Earlier

the whole process would put a financial strain on the pockets of the students, therefore in this context the practice has gained importance. The Practice The Practice was implemented only since last year. It is important to understand that the whole process different sections and earlier required at least 2-3 days to complete the process. Now the process is completed in few hours. Even though the University requires the final formats to be filled online, the synchronization helps students to save their travel time and expenses.

University declares different dates for filling up of examination forms, scholarship forms, but the office completes the formalities prior to the declaration of dates, which is admirable. Both these facets are very meaningful for working and poor students. Evidence of Success The success of the practice is reflected in following ways: a) The Parents have given a positive feedback.

b) The students are happy about it. c) The Online process required by the University is completed on time. d) It is less strain on the non-teaching staff. e) The admission process is completed on time and classes begin as per schedule. Best Practice 2: Shodh Satsang (Discussion on Research) Goal: 1. To help teachers/ Researchers aspiring to do Ph D. 2. To help Researchers prepare

for Viva voce 3. To Organise discussions of Ph. D Scholars who already submitted or awarded Ph D 4. To Develop research environment in college 5. To inspire PG students for initiating M. Phil or Oh. D. Research Background: Many of the college teachers initiating their PH. D work recently also PG students are also aspire to do some research work to join teaching as their career.

College already has many senior teachers who are supervisors and are associated with different state and other universities for PH. D and M.Phil related

research. Therefore, sometimes departments would organise a Saturday interactions for research papers. From this the idea on disscussion on Ph D work emerged. Dr. Mithilesh Awasthi took initiatives in framing the work of this activity. Initially college teachers who are already awarded Ph. D tyhey were called to present their thesis and presentation. after that a question answers from teachers and students were held. From this a good research envirnemtnt was developed in the college. Later those who aspire to to do ph d. they were invited to present their work, also those who are appearing for Viva Voce they were also invited to present their work and suggestions by senior teachers were given to him/her to make certain changes and how to answer the question asked by experts with respect to the subject of project. The Context:

Many of the college teachers are aspiring to work on their Ph. D Thesis requires expert guidance to accomplish the work. At the same time they require to see how research is being carried out by previous scholars. Therefore,

inviting the Ph D. awarded scholars to present their work before the new scholar could be of use to them. on the other hand those who are aspiring to initiate work they are invited to present work before the senior scholars and teachers. in this way an environment related to research is developed in college. The Practice: Every year two three times scholars are invited in the department of Hindi for the Shodhg Satsang Interactions. 1. Scholars who are already awarded PH D. they are called with their theses and presentation to speak. A notice of such is circulated amongst teachers and PG students. 2.

Teachers will be invited on stage and introduced by the member of Shodh Satsang. 3. The teacher/ Scholar will be initiating his presentation with or without PPT for 30 minutes. 4. Meanwhile these of the Scholar would be circulated amongst the audience to go through it to look into framework of research and also to guess his possible questions for the scholars. 5. After presentation first priority would be given to PG students to interact with scholars related to their query. 6. later senior teachers would provoke discussion with important questions related the basis of the theme, aims and objectives, hypothesis, methodology, data collections, research design, bibliography, referencing style, field work if required. etc. 7. in this way audience especially students got an idea how to go in for research 8. Another way of shodh satsang is to invite scholars who are supposed to face thei viva

in near future. such scholars are asked to prepare their initial oral presentation 9. Senior teachers after his presentation give him suggestions to answer the question in a certain way. Which thing to avoid in presentation or which aspect from yther thesis to emphasise. Evidence of Success: The success of the practice is reflected in following ways: 1. Teachers/Scholars who are awarded Ph. D. they feel proud and enhanced their reputation amongst college community as a research scholar. 2. They provide vital inputs to college teachers i.e. adding the knowledge from the subject. 3. Students / college junior teachers who are aspiring to initiate Ph. D. work they get maximum help from such interaction to frame their work. 4. Thos who are preparing their synopsis such scholars are given priority to be quenched with their query 5. Those who are appearing for viva-voce get help from the expert as how toprepare the presentation, how to emphasise certain aspect of research, thrust areas, which issues to avoid, etc. 6. All the participants as presenters get benefit for their research work 7. Those who are aspring to initiate their research in near future get broad idea about their work. 8. Such programmes have inspired many and teachers and scholars increased in the number wise in case of attendance.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://www.pwscollege.edu.in/uploaded_files/Institutional_Best_Practices_2018-19.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Performance of the institution in one area distinctive to its vision, priority and thrust 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." People's welfare society was established in 1967 by the backward community youths inspired by the Life Mission and Works of Dr. Babasaheb Ambedkar. It was the time when there were no higher educational institutes available here in the periphery of ten kilometers. Establishment of PWS College enhanced the chances of backward community students and especially girls to reach the higher education. The Vision, Mission and objectives clearly indicates college policy towards teaching and learning in the college campus. The main mission of the institution is to provide access to higher education to the marginalized sections of society of the surrounding areas, irrespective of caste, creed and gender. The college provides ample opportunities particularly to the weaker sections and economically backward classes. The college provides necessary infrastructural and other facilities to ensure that the stated objectives of the curriculum are achieved. From time to time feedback is collected from the stakeholders to know whether the college is fulfilling their needs and meeting their expectations. The majority of the students are come from socio-economically weaker sections in the north part of the Nagpur. Since college has a very easy process of admission and favourable conditions for the backward community students in the light of scholarships, free-ships and low admission fees, it attracts a large number of students in this region. Various strategies and provisions to attract students are as follows: • Lowest fees to backward community and disabled students • Scholarships and free ships for all category backward community students • Scholarships and financial help to disabled and special need students • Vidhyarthi Kalian Nidhi (Needy Students Fund) for poor students • Sports quota is available for athlete and sports person • No

conditions for more attempts in qualifying examination for students taking admission • In case of open students and payee students, tuition fees allowed in two / three installments • Various guest lectures to inculcate the values in students • Coaching for Competitive examinations and Personalized guidance through departmental activities.

Provide the weblink of the institution

<http://www.pwscollege.edu.in/>

8.Future Plans of Actions for Next Academic Year

Future Plan 1. To install Solar plant to reduce college electricity expenses 2. To organize professional Computer courses in the newly introduced computer laboratory 3. To make a project of water harvesting 4. To prepare a compost pit for college degradable garbage. 5. To gather used medical equipment from college staff and donors and to promote a project (Best Practice) of Used medical items to needy' in the college vicinity 6. To rebuilt college teachers washrooms.