

**The Annual Quality Assurance Report (AQAR) of the IQAC
2017-2018
Part – A**

I. Details of the Institution

1.1 Name of the Institution

Vasantrao Naik Government Institute of
Arts and Social Sciences, Nagpur

1.2 Address Line 1

Opposite to Vidhan Bhavan

Address Line 2

Pt. Jawaharlal Nehru Marg

City/Town

Nagpur

State

Maharashtra

Pin Code

440001

Institution e-mail address

director-vngiass@gov.in

Contact Nos.

9922981007

Name of the Head of the Institution:

Dr. Sunetra B. Maharaj (Patil)

Tel. No. with STD Code:

0712-2565658/2523288

Mobile:

9922981007

Name of the IQAC Co-ordinator:

Dr. Renu Bali

Mobile:

07387418718

IQAC e-mail address:

iqac.vngiass@gmail.com

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

12100

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A & A/143 dated 3-5-2004.

This EC no. is available in the right corner-bottom
of your institution's Accreditation Certificate)

EC/62/RAR/036

Dated: 05.01.2013

1.5 Website address:

www.vngiassnagpur.org

Web-link of the AQAR:

www.vngiassnagpur.org/aqar.html

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B ⁺	76.00	2004	2004 - 2012
2	2 nd Cycle	A	3.01	2012	2012 - 2017 (Jan. 04,2018)
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

01/06/1985

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

2017-18

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

i. AQAR 2016 – 17 submitted to NAAC on 07-11-2017

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Social Sciences

1.12 Name of the Affiliating University (for the Colleges)

Rashtrasant Tukadoji Maharaj
Nagpur University, Nagpur

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

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

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="10"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="02"/>
2.4 No. of Management representatives	<input type="text"/>
2.5 No. of Alumni	<input type="text" value="02"/>
2. 6 No. of any other stakeholder and community representatives	<input type="text"/>
2.7 No. of Employers/ Industrialists	<input type="text"/>
2.8 No. of other External Experts	<input type="text"/>
2.9 Total No. of members	<input type="text" value="15"/>
2.10 No. of IQAC meetings held	<input type="text" value="20"/>

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Organised Guest Lecture on “NAAC related Culture Development”.
- Organised Presentation of all the seven criterions pertaining to NAAC by all the Departments.
- Organised Guest Lecture on “Intellectual Property Rights” for Teaching faculty.
- Organizing student enrichment programmes.
- Helping the students to imbibe the Vision, Mission and core values of the Institute

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
• To organise an workshop on “ Intellectual Property Rights” for Teaching faculty.	Achieved
• To conduct 1 day National Seminar on New Manual of NAAC.	-
• Counselling session for students.	Achieved
• Guest lectures on organ donation for students	Achieved

* Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Approved by the IQAC committee and Director of the Institute.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	13			
PG	13			
UG	01			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others	01-UG 01-PG Psychology IGNOU			
Total	27+02			
Interdisciplinary	-			
Innovative	-			

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	PG- Departments UG- B.A. Part I & Part II
Trimester	-
Annual	B.A. Part III

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.

Few faculty members of the institute are members of Board of Studies and hence have contributed in upgrading and revision of syllabus.

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
62	52	10	-	-

2.2 No. of permanent faculty with Ph.D.

48

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
52	19	10						62	19

2.4 No. of Guest and Visiting faculty and Temporary faculty

-	-	CHB - 40
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	05	28	-
Presented papers	11	08	13
Resource Persons	-	01	10

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

- | |
|---|
| <ul style="list-style-type: none"> • Providing Counselling and Mentoring services to the Students. • Use of ICT in Teaching-Learning approach. • Effective feedback mechanism on the Curriculum. • Academic plan is followed. • Organisation of Staff – Student enrichment programmes. |
|---|

2.7 Total No. of actual teaching days

during this academic year

180

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

Two term exams.

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

15	08	12
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2.10 Average percentage of attendance of students

87.99

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
UG	1055	16.25	26.38	28.58	14.77	85.98
PG	796	39.87	41.36	4.41	2.78	88.42

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

- All faculty members of the Department are advised to prepare Academic Calendar and maintain Teacher's diary in the beginning of the Academic Session as well as lesson plan is prepared by teachers in the Teacher's diary.
- IQAC monitors the progress of the teaching learning process by feedback from students.
- Result Analysis is done and presented in the Academic Council meeting of the Staff by every teacher.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	-
HRD programmes	01
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	05

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	27	13	-	-
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

- Organizing Workshops/Seminars focussed on Quality Research.
- Encouraging the faculty members to take up research projects.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		01	-	-
Outlay in Rs. Lakhs		3,50,000/-		

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	13	05	-
Non-Peer Review Journals	27	07	-
e-Journals	02	-	-
Conference proceedings	01	11	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects		ICSSR	3,50,000/-	Yes
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number		02	02		
Sponsoring agencies					

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs : 3,50,000 /-

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

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

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

19

55

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

18

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

JRF 02 SRF 01 Project Fellows 02 Any other 05

3.21 No. of students Participated in NSS events: 275

University level 250 State level 25

National level - International level -

3.22 No. of students participated in NCC events:

University level 05 State level -

National level 12 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 05

NCC 03 NSS 22 Any other 04

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

- Organised Sickle Cell check up camp in collaboration with Government Medical College, Nagpur.
- As per the instructions given by the Government of Maharashtra, Department of Physical education in collaboration with all Govt. Institutions (Institute of Science, Pre-IAS Coaching Centre, Forensic Science, and Govt. B.Ed Colleges along with JD of Higher and Technical Education, Nagpur) organized rally named "Avgha Maharashtra Football Maye" on 12/9/2017 in which 1100 Students, 120 Teachers and 60 Non Teaching Staff participated.
- Visit to Homes of Differently Able and Home for the Aged with students.
- Students of Department of Home-Economics made Rakhis for Jawans.
- Department of NSS organized State and University level camps for students.

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	74479.12 sqmts		Govt.	
Class rooms	33	03	DPDC	36
Laboratories (Recording Studio in the department of Music and Textile lab in the department of Home-Economics is going on)	04	02	DPDC	06
Seminar Halls	08	-	DPDC	08
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others				

4.2 Computerization of administration and library

- Library services are partially computerized.
- LIBMAN Software for computerization of library facilities.
- CCTV facility.
- Free wi-fi access to library users.
- NLIST to staff and research scholars.
- Online information retrieval (Internal Access facility).
- OPAC facility for student and staff.
- E-services for faculty & research scholars (e-mail and way to sms)

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	4880	-	-	-	4880	-
Reference Books	77991	8631827	-	-	77991	8631827
e-Books	135000	5750	135000	5750	135000	11500
Journals	-	-	65	264245.00	65	264245
e-Journals	63281	-	63281	-	63281	-
Digital Database	-	-	-	-	-	-
CD & Video	122	-	35	-	157	-
Others (Dissertation and Thesis)	163	-	10	-	173	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	108	02	108	108	-	08	60	-
Added	16	-	-	-	-	--	-	-
Total	124	02	108	108	-	08	60	-

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

- Admission process is carried out by College Management System .
- CMS training is given to the Admission committee incharge and students involved in the admission.
- All departments of the Institute of is well-equipped with Computers WI-Fi and maintenance is done time to time.
- Teaching staff and Non-teaching staff attend programmes for technology upgradation organized by YASHDA every year.

4.6 Amount spent on maintenance in lakhs :

i) ICT	138000/-
ii) Campus Infrastructure and facilities	PWD
iii) Equipments	80000/-
iv) Others	-
Total :	2,18,000/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- The Chairman, Co-ordinator along with the members of IQAC arrange meetings with the faculty of the Institute and discuss Student Support Services which the Institute can provide. Then students are made aware about the various schemes such as Teacher-Mentor Scheme, Earn while you Learn, awards, scholarships etc.
- Suggest best practices to departments and various units.
- Skill development programmes are arranged for students by a few departments.

5.2 Efforts made by the institution for tracking the progression

- Suggestion box is installed in every department.
- Feedback on Institute and Curriculum is collected from students.
- Functioning of various Committees in the Institute.
- Subject Teachers keeps track of the performance of the students and monitor the progress.
- Weak students are identified in the class and special attention is given to them as and well when required.
- The academic performance of the students is analyzed after every semester in the Staff Council and in the Departmental Meeting.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1055	796	02	-

(b) No. of students outside the state

02

(c) No. of international students

-

Men	No	%	Women	No	%
	-	-		-	-

Last Year (16-17)							This Year (17-18)						
General	SC	ST	OBC	others	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	others	Total
305	395	428	575	186	01	1890	273	381	425	513	08	259	1859

Demand ratio 0.1:0.60

Dropout % 2.11

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

- Guidance is given to students by the Faculty to appear for various entrance examinations and competitions.

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

Students were counselled for Competitive Examinations and Opportunity in Banking sector.

No. of students benefitted

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
-	-	-	-

5.8 Details of gender sensitization programmes

- Internal Complain Committee organized programme on Women’s Rights and Awareness.
- Essay Competition was conducted for students on 05/03/2018 on the occasion of International Women’s Day.
- Celebration of International Women’s Day on 07/03/2018.

5.9 Students Activities

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

State/ University level National level International level
 No. of students participated in cultural events
 State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	<u>GOI</u> SC-265 ST-344 OBC-195 VJNT-45 SBC-19 Total-868 <u>Freeship –</u> OBC-09 SC-08 VJNT-04 SBC- Total- 21	- 17,33,082 23,78,899 9,30,240 2,21,672 45,999 53,09,892 28,259 28,623 9,755 - 66,637
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : College/ 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:

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

- One Heart One Mind — एक हृदय एक चित्त
- To Lead from Darkness to Light
- To develop students for nation building through affordable education.
- To create socially responsible individuals
- To develop an autonomous educational and research institute
- To create social and cultural centre of excellence.

Mission:

- To impart quality education and there by achieve excellence.
- To provide maximum amenities to the students to maximize capacity building.
- To move towards providing better opportunities for technological and ICT proficiency.
- Guiding students in the areas of creating job opportunities and self-employment
- To produce mentally and physically resilient individuals

6.2 Does the Institution has a Management Information System

The Institute has complete admission data since the academic session 2015-16 generated through MIS and CMS and relevant information about the Institute is made available to the Higher Authorities such as Regional Joint Director, Director of Higher Education, Joint Secretary, Secretary, State Minister and Cabinet Minister. The Institute has completed the process of forming a local body, namely College Development Committee and proposal seeking approval of higher authorities has been submitted. The body is expected to contribute through its guidance for the smooth functioning of the Institute.

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

6.3.1 Curriculum Development

Academic Curriculum is framed by the different constituted bodies of Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur. The members of Board of Studies are the authorities who draw the syllabi on the basis of feedback and inputs provided by faculty members. Some faculties from the institute of the department of English, Persian, Arabic, Urdu, Sanskrit, Political Science, Music, Geography and Home Economics have been co-opted into BOS and are directly contributing to the decision making process in this matter. The University has introduced semester pattern of examination from last academic session. This year semester pattern in B.A. Part II was implemented. Similarly syllabi of Postgraduate final year classes have been changed from CBS Pattern to CBCS pattern and faculties of various departments of the Institute had representation in the committees constituted for the same.

6.3.2 Teaching and Learning

- Teaching and Learning practices are enhanced by continuous adaptation of new technology to accommodate changing trends. The Institute has 08 smart classrooms and one class room in the department of Geography has been provided the facility of latest interactive whiteboard. It assures active participation of the students in Teaching Learning Process.
- Exposing students for outdoor learning through educational trips, camps etc.
- Most of the departments have created WhatsApp groups that facilitate the distribution of teaching material, educational cite addresses and links to the students.
- For the benefit of better understanding in students, related audio and visual aides are used

6.3.3 Examination and Evaluation

- Institute conducts two Test Examinations yearly along with Class Tests, Unit Test, Surprise Test and Open Book Tests conducted by every Department.
- Answer sheets are corrected and returned to the students after discussion in the classroom. Results are also discussed with the Parents during parents teacher meeting. Self-evaluation by students is also encouraged. Mark List is prepared by every Department and is preserved.
- Continuous examination through Class Tests, Assignments, Viva and Project Works are conducted to assess student's academic status.
- Most of the departments have 80 + 20 accumulation facility implemented in semester pattern for Undergraduate and Postgraduate students.

6.3.4 Research and Development

- Institute has a well-equipped Library which helps the students in carrying out research.
- Faculty members of the Institute are encouraged to take part in various seminars, conferences and workshops related to their subject.
- Faculty members are also motivated to publish their research articles, papers in multidisciplinary national and international journals.
- Being a University recognized Research Centre the students from other institutes of higher education are registered for doctoral research.
- Library us being updated regularly

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library hours (working) are extended to suit students requirements.
- Student and Staff make use of the available literary resources for their references.
- Reference section in the library is updated with reference books and journals.
- Institute encourages extensive use of ICT teaching/learning material.
- Wi-Fi facility is available in every department.

6.3.6 Human Resource Management

- Feed back is collected from students on the Faculty and on the Curriculum.
- Staff is encouraged in Institutional Planning and Administration.
- Faculty members serve as resource person for various workshops, conferences and programmes organized by different educational institutions.
- Teaching & Non-Teaching members are encouraged to participate in various Training Programmes conducted by Government & YASHDA, Pune.

6.3.7 Faculty and Staff recruitment

Staff Recruitment is carried out by the MPSC. Contributory Lecturers are appointed as time gap arrangement so that the teaching does not suffer.

6.3.8 Industry Interaction / Collaboration

- Faculty organizes quality skill development programmes for students in collaboration with various organizations and departments.
- Few departments organizes visits to museum, industry, mental hospital, special schools and other such institutions

6.3.9 Admission of Students

- Admission of students is transparent and it is purely on merit and in accordance with the reservation policies of State Government

6.4 Welfare schemes for

Teaching	04
Non Teaching	04
Students	01

6.5 Total corpus fund generated

-

6.6 Whether annual financial audit has been done

√

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic				
Administrative	Yes		Yes	AG Office

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

For UG Programmes Yes - No

For PG Programmes Yes No

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

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

6.11 Activities and support from the Alumni Association

- There is no Alumni Association. Process of forming an association and getting the association registered is in process.
- Alumni in the Departments and in the Institute are invited from time to time to deliver lectures and give their expertise.
- Alumni have also helped the departments by donating books and study material for the students.

6.12 Activities and support from the Parent – Teacher Association

- There is no Parent-Teacher Association as such. Parent-Teacher meetings are conducted by every Department as and when required.

6.13 Development programmes for support staff

- Nonteaching staff of Institute participates in the training programs organized by DHE Pune/ Treasury Nagpur and CMS software.

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

- Use of CFL and LED bulbs.
- Solar lights in the campus.
- To encourage plastic free campus, canteen is instructed to stop the sale of items in plastic bag and containers.
- Use of thermocol is banned in the canteen.
- Rallies and competitions are also organized for environment awareness for students by the department of environment studies and NSS.

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.

- CMS software used for admission process
- ICT based teaching, Audio-visual aids used for learning
- Teachers were involved (given duties in slots) to help students fill online scholarship forms
- Formation of WhatsApp groups of students with their teachers to communicate on daily basis about notes, examination dates, dates of submission of assignments, and lectures.
- Encouraging participatory approach in decision making and involvement of the faculty in the annual budget preparation.
- Effective feedback mechanism, efficient functioning of IQAC, systematic academic plan and review of each programme is organized.
- Use of ICT in Teaching Learning and adoption of technology enabled learning approach.
- Providing mentoring and counselling services to the students.
- Financial assistance to the deserving needy students by teachers.

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

- Sickle Cell Counselling Initiative was carried out in collaboration with Govt. Hospital to improve health status and quality of life of sickle cell anaemic students.
- To help maintain the psychological well-being of the students.
- To help plan a nutritious diet for the students.
- To provide all the details of government provisions available for students with sickle cell anaemic students

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

- Teacher Mentor Scheme
- Sickle Cell Counselling Initiative

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

7.4 Contribution to environmental awareness / protection

- Tree Plantation, various competitions and rallies for students were organized by the department of Environment Studies.
- Pollution control awareness initiatives.
- Green Audit has been carried out in the Institute. - √

7.5 Whether environmental audit was conducted? Yes No

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

- S- Wi-Fi campus, central location of the institute, qualified staff, changes made in infrastructure and functioning keeping in mind students with special needs.
- W- Staff transfers and no play ground.
- O- Chance of becoming Cluster University.
- C- to prepare students for the world outside, build their confidence.

8. Plans of institution for next year

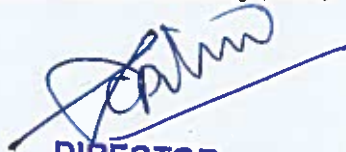
- To make language lab fully functional
- Completion of the construction of Textile lab.
- Completion of construction of recording studio in the department of Music.
- To reduce use of papers frequent use of WhatsApp, (to create a WhatsApp group email etc.
- Make the newly constructed 05 class rooms functional in the junior wing.
- Applying for another unit of 50 students in NCC.
- Registration of Alumni Association.

Name : Dr. Renu Bali



Signature of the Coordinator, IQAC

Name: Dr. Sunetra B. Maharaj (Patil)



DIRECTOR
Signature of the Director, IQAC
of Arts and Social Sciences
NAGPUR.

Note: Annexures attached

- Academic Calendar
- Analysis of the Feed Back
- Best Practice

Vasantrao Naik Government Institute of Arts and Social Sciences, Nagpur
Academic Calendar for the Academic Session 2017-18
Ist Academic Session from 15.06.2017 to 21.06.2017
Admission Process from Wednesday 15.06.2017 to Saturday 17.06.2017 and from Monday
19.06.2017 to Saturday 24.06.2017; (Monday 26.06.2017 Id-ul-Fiter)
Commencement of classes from Tuesday 27.06.2017

Weekly Duration	Holidays	Number of Teaching Days	Number of teaching days for the month
June 2017			
Tuesday 27.06.2017 to Friday 30.06.2017		04 days	June-2017- 04 days
July 2017			
Saturday 01.07.17		01 day	July 2017- 26 days
Monday 03.07.2017 to Saturday 08.07.2017		06 days	
Monday 10.07.2017 to Saturday 15.07.2017		06 days	
Monday 17.07.2017 to Saturday 22.07.2017		06 days	
Monday 24.07.2017 to Saturday 29.07.2017		06 days	
Monday 31.07.17		01 day	
August 2017			
Tuesday 01.08.2017 to Saturday 05.08.2017		05 days	August 2017- 25 days
Monday 07.08.2017 to Saturday 12.08.2017		06 days	
Monday 14.08.2017 to Saturday 19.07.2017	15 th Aug. 17 th Pateti	04 days	
Monday 21.08.2017 to Saturday 26.08.2017	25 th Ganesh Ch.	05 days	
Monday 28.08.2017 to Thursday 31.08.2017	29 th Mahalaxmi	05 days	
September 2017			
Friday 01.09.2017 to Saturday 02.09.2017	02 nd Bakri Eid	01 day	September 24 days
Monday 04.09.2017 to Saturday 09.09.2017		06 day	
Monday 11.09.2017 to Saturday 16.09.2017		06 days	
Monday 18.09.2017 to Saturday 23.09.2017		06 days	
Monday 25.09.2017 to Saturday 30.09.2017	30 th Dusshera	05 days	

October 2017			
Tuesday 03.10.2017 to Saturday 07.10.2017		05 days	October 11 days
Monday 09.10.2017 to Saturday 14.10.2017		06 days	
Total Number of teaching days in the first academic session of 2017-18 = 90			
April 2018			
Monday 02.04.2018 to Saturday 07.04.2018		06 days	10 days
Monday 09.04.2018 to Thursday 12.04.2018		04 days	
Total Number of teaching days in the second academic session of 2017-18 = 90			

Vasantrao Naik Government Institute of Arts and Social Sciences, Nagpur
Academic Calendar for the Academic Session 2017-18
2nd Academic Session from 15.11.2017 to 30.04.2018
University Examination from Wednesday 15.11.2017 to Saturday 09.12.2017
Commencement of classes from Tuesday 11.12.2017

Weekly Duration	Holidays	Number of Teaching Days	Number of teaching days for the month
26th November Pledge on Constitution Day			
December 2017			
Monday 11.12.2017 to Saturday 16.12.2017		06 days	11 days
Monday 18.12.2017 to Saturday 23.12.2017		06 days	
Monday 26.12.2017 to Saturday 30.12.2017	25 th Christmas	05 days	
January 2018			
Monday 01.01.2018 to Saturday 06.01.2018		06 days	23 days
Monday 08.01.2018 to Saturday 13.01.2018	Annual Gathering 11 th to 13 th	03 days	
Monday 15.01.2018 to Saturday 20.01.2018		06 days	
Monday 22.01.2018 to Saturday 27.01.2018		05 days	
Monday 29.01.2018 to Saturday 31.01.2018		03 days	
February 2018			
Thursday 01.02.2018 to Saturday 03.02.2018		03 days	22 days
Monday 05.02.2018 to Saturday 10.02.2018		06 days	
Monday 12.02.2018 to Saturday 17.02.2018	13 th Mahashivratri	05 days	
Monday 19.02.2018 to Saturday 24.02.2018	19th Shivaji Jayanti	05 days	
Monday 26.02.2018 to Wednesday 28.02.2018		03 days	
March 2018			
Thursday 01.03.2018 to Saturday 03.03.2018	2 nd Holi	02 days	24 days
Monday 05.03.2018 to Saturday 10.03.2018		06 days	
Monday 12.03.2018 to Saturday 17.03.2018		06 days	
Monday 19.03.2018 to Saturday 24.03.2018		06 days	

Monday 26.03.2018 to Saturday 31.03.2018		04 days	
April 2018			
Monday 02.04.2018 to Saturday 07.04.2018		06 days	10 days
Monday 09.04.2018 to Thursday 12.04.2018		04 days	
14.04.2018 Dr. Babasaheb Ambedkar Jayanti			
Monday 16.04.2018 to Saturday 21.04.2018	Test Examination and results of 2 nd academic session		
Total Number of teaching days in the second Academic Session of 2017-18 = 90			

Feedback from Students on Curriculum

A questionnaire was prepared to take feedback from students on Curriculum . From the scores given by the students, average and percentages was calculated. A key was prepared to assess the scores as provided by the feedback. The key as follows:

S. No.	Facilities Provided by the Institute	Rating by the Students (%)
1.	Syllabus utility/usefulness	75.00
2.	Employable	68.00
3.	Competitive exam oriented	72.42
4.	Time bound	70.71
5.	Innovative/Novelty in teaching methods	60.42
6.	ICT based	69.57
7.	Class test/Unit test/ Semester test	76.42
8.	Interpersonal development	77.00
9.	Infrastructure/Facilities according to curriculum	70.85
10.	Special support for Divyang	70.71

The feedback received from the students regarding the various facilities being provided by the Institute reflects varied picture. Syllabus utility/usefulness (75.00), Class test/Unit test/ Semester test (76.42), Interpersonal development (77.00) falls under the category of 'Excellent'. The opinion regarding the other facilities are comes under the category of 'Good' like Competitive exam oriented (72.42), Time bound (70.71), Infrastructure/Facilities according to curriculum (70.85), Special support for Divyang(70.71). The opinion of the students regarding other facilities falls under the category of 'Average' like Employable (68.00), Innovative/Novelty in teaching methods (60.42), ICT based (69.57). This indicates that although their opinions regarding the facilities are good, still there is scope and need for improvement to be made in all these facilities.

Feedback from Teachers on Curriculum

A questionnaire was prepared to take feedback from teachers on curriculum. The questionnaire was based on the curriculum. From the scores given by the teachers, average and percentages were calculated. A key was prepared to assess the scores as provided by the feedback. The key as follows:

S. No.	Different Aspects of Curriculum	Rating by the teachers (%)
1.	Need based and Employment Oriented	76.7
2.	Time bound	80.7
3.	ICT based	76
4.	Sufficient learning contents	76.9
5.	Competitive exams leaning	68.2
6.	Term exam / Unit test	89.4
7.	Personality Development	84
8.	Adequate reference materials	82
9.	Special support for Divyang	72.1
10.	Usefulness of Semester pattern	67.5
11.	Human Values	87.1
12.	Industry and Academic Standards	71.7

The feedback received from the teachers regarding the different parts of the curriculum. Syllabus Need based and Employment Oriented (76.7), Time bound (80.7), Sufficient learning contents (76.9), Term exam / Unit test (89.4), Personality Development (84), Adequate reference materials (82), Human Values (87.1), ICT based (76) falls under the category of 'Excellent'. The opinion regarding the other different parts of the curriculum are comes under the category of 'Good' like Special support for Divyang (72.1), Industry and Academic Standards (71.7).

The opinion of the teachers regarding different parts of the curriculum falls under the category of 'Average' like Competitive exams leaning (68.2), Usefulness of Semester pattern (67.5). This indicates that although their opinions regarding the curriculum is good, still there is scope and need for improvement to be made in all these different aspects.

Feedback from Students on Faculty

A questionnaire was prepared to take feedback from students on Faculty. From the scores given by the students, average and percentages were calculated. A key was prepared to assess the scores as provided by the feedback. The key as follows:

S. No.	Facilities Provided by the Institute	Rating by the Students (%)
1.	Punctuality	91.25
2.	Knowledge	90.15
3.	Motivation	90.77
4.	General	90.50
	Average	90.66

The feedback received from the students regarding the faculty of the Institute reflects varied picture, Punctuality (91.25), Knowledge (90.15), Motivation (90.77) and General (90.50).

S. No.	Name of Faculty	Punctuality	Knowledge	Motivation	General	Average
1.	Dr. Singhel	86.4	91.2	82.4	87.2	86.8
2.	Dr. Barure	82.4	77.6	73.6	76	77.4
3.	Dr. Tapadia	88.8	84	93.6	86.4	88.2
4.	Dr. Rathod	92	92.8	93.6	88	91.6
5.	Mr. Vispute	96.8	93.6	92.8	95.2	94.6
6.	Mr. Survase	92	88	87.2	88	88.8
7.	Mr. More	93.6	92	91.2	92	92.2
8.	Dr. Bavge	99.2	99.2	100	99.2	99.4
9.	Dr. Chunarkar	96.6	96.8	99.2	96	97.4
10.	Dr. Bankar	90	94	96	95	93.7
11.	Dr. Kaninde	94.4	94.4	94.4	94.4	94.4
12.	Dr. Mali	97.6	97.6	97.6	99.2	98
13.	Mr. Masram	96	91.2	92	96	93.8
14.	Dr. Lahane	99.2	98.4	97.6	97.6	98.2
15.	Dr. Shinde	99.2	98.4	97.6	98.4	98.4
16.	Dr. Khandar	99.2	96.8	98.4	96.8	97.8
17.	Dr. Damodare	92	89.6	91.2	95.2	92
18.	Dr. Talmale	100	97.6	99.2	90.4	98.8
19.	Mrs. Wanjare	86.5	89	85.5	88.5	87.3
20.	Dr. Deole	85.2	83.6	84.4	84.4	84.4
21.	Mr. Pawar	84.36	83.27	84.36	83.63	83.90
22.	Mrs. Karve	94.4	95.2	93.6	94.4	94.4
23.	Mr. S. Patil	99	94	99	96	97
24.	Dr. Shaina Khan	92.66	97.33	93.33	95.33	94.66
25.	Dr. Bali	95.5	97.6	97.8	98.4	97
26.	Mr. Patekar	78.4	72	74.4	76	75.5
27.	Dr. Shende	92	88.8	96	93.6	92.6
28.	Dr. Shiledar	88	88.8	86.4	88	87.8
29.	Dr. Gondane	92	92	96.8	96	94.2

30.	Dr. Sulekar	80.8	84	86.4	84	83.6
31.	Dr. Kamble	92.8	92	89.6	92.8	91.8
32.	Dr. Milli Baby	85.6	84	85.6	89.6	86.2
33.	Dr. Bansode	88	84.8	87.2	83.2	85.8
34.	Dr. Sawant	85.6	88.8	89.6	88.8	88.2
35.	Dr. Umale	88	86.4	89.6	90.4	88.6
36.	Dr. Dhuldhule	98.4	94.4	93.6	95.3	95.4
37.	Dr. Tondchirkar	92	88.8	87.2	88	89
38.	Mr. Mendhe	92	88.8	89.6	87.2	89.4
39.	Mrs. Bawankule	92	92.8	92.8	93.2	92.7
40.	Mr. Lihitkar	97.6	97.6	97.6	99.2	98
41.	Dr. S. Patil	96.8	92	93.6	90.4	93.2
42.	Dr. Kumbhare	65.6	54.4	52	50	55.5
43.	Dr. Agnihotri	92.66	91.33	98.66	92.66	93.83
44.	Dr. P. Deshmukh	84	92	92	92	90
	Total	91.25	90.15	90.77	90.50	90.66

PRESENTATION OF BEST PRACTICE
BEST PRACTICE NO. 1

1.	Title of Practice	Teacher Mentor Scheme
2.	Goal	To pay personal and individual attention towards students.
3.	The Context	Taking cognizance of the problems faced by the students admitted in the Institute
4.	The Practice	Batch of 20 students of B.A. Part I, II & III are allotted to all the faculty members of the institute, For the post-graduation program grievances of every student are catered to by the respective department faculty.
5.	Evidence of Success	<ul style="list-style-type: none"> • Attendance of students has improved. • Students have become more participative in learning process. • Increased enthusiastic participation in extracurricular activities. • Competitive advantage over other college students in term of confidence quality.
6.	Problems Encountered and Resources required	<ul style="list-style-type: none"> • Increase in the working hours of the teaching staff due to involvement in mentoring • Availability of Power Point Presentation in class rooms • Lack of Language Lab for the institute with eight language departments including four classical languages

BEST PRACTICES NO. 2

1.	Title of Practice	Sickle Cell Counseling Initiative
2.	Goal	To improve health status and quality of life of Sickle Cell Anemia student.
3.	The Context	Sickle Cell Disease (SCD), also called Sickle Cell Anemia, is a genetic red blood cell disorder that causes blood cells to take on a sickle or crescent shape. SCD is associated with low calcium intake, vitamin D deficiency and poor appetite. After detection genetic counseling is required where carriers of sickle hemoglobin should be advised not to marry carriers. Activities Carried Out in Government Program. Mass Screening by interested, qualified and competent outsourcing agencies covering Children, Adolescent and Geriatric age group, Antenatal Screening, Prenatal diagnosis, New Born Screening, Necessary Lab investigations, Counseling, Treatment and Follow up.
4.	The Practice	<p>We being a state government run institution run in accordance to The government goals which are as follows</p> <ul style="list-style-type: none"> To help maintain the psychological well-being of the student To help plan a nutritious diet for the student To provide all the details of government provisions available for students with SCD <p>We at Institution level conducted a Sickle cell detection Programme. In which 1153 students participated out of which 29 students were identified with Sickle Cell Disease. The students were guided by physician who elaborated on the characteristics of the disease. She further informs the students about various government facilities provided to individuals detected with this disease.</p> <p>On 3/4/2018 the committee distributed smart card provided by government which had Sickle Cell code according to which government policies will be available to the card holders.</p>
5.	Evidence of Success	<p>Students with the condition are now understanding the hazards of the problem</p> <p>The attendance in programs specially dedicated for them has increased</p>
6.	Problems Encountered and Resources required	<p>Collaboration needs to be made with doctors and workers working in this field</p> <p>Special funds required</p>