Annual Quality Assurance Report

(2013-2014)

Submitted by
Internal Quality Assurance Cell (IQAC)
Vidya Bharati Mahavidyalaya,
Amravati (Maharashtra).

Submitted to
National Assessment
and
Accreditation Council (NAAC)
Bangalore

Vidya Bharati Mahavidyalaya, Amravati.
The Annual Quality Assurance Report (AQAR) of the IQAC
(2013-14)

Part – A

1. Details of the Institution

1.1 Name of the Institution

Vidya Bharati Mahavidyalaya, Amravati (MS)

1.2 Address Line 1

C.K.Naidu Road

Address Line 2

Camp, Amravati

City/Town

Amravati

State

Maharashtra

Pin Code

444602

Institution e-mail address

vbmamt@dataone.in

Contact Nos.

Institution: 0721-2662740/   Principal: 0721-2664532

Name of the Head of the Institution:

Dr.F.C.Raghuwanshi

Tel. No. with STD Code:

0721-2662740

Mobile:

09422917111

Name of the IQAC Co-ordinator: | Dr. R. M. Patil

Mobile: | 9421828666

IQAC e-mail address: | iqacvbmv2016@gmail.com

1.3 NAAC Track ID *(For ex. MHCOGN 18879)* | **MHCOGN 13552**

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

1.5 Website address: | http://www.vbmv.ac.in

Web-link of the AQAR: | http://www.vbmv.ac.in/pdf/AQAR 2013-14

Note: Kindly click on the Hyperlink- IQAC

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	A	-	2004	2004-2009
2	2nd Cycle	A	3.26	2012	2013-2018
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY | 01/01/2004

1.8 AQAR for the year *(for example 2010-11)* | 2013-14

1.**9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

i. AQAR 2012-13 submitted to the NAAC on 18/04/2015
ii. AQAR_____ _____ (DD/MM/YYYY)
iii. AQAR_____ _____ (DD/MM/YYYY)
iv. AQAR_____ _____ (DD/MM/YYYY)

1.10 Institutional Status

University   State [J] 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)   Library & Information Science, Home Science(Cosmetic Technology), Engineering and Technology- MCA, Social Sciences

1.12 Name of the Affiliating University (*for the Colleges*) | Sant Gadge Baba Amravati University, Amravati. |

1.13 Special status conferred by Central/ State Government--

UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University | No |

University with Potential for Excellence | No | UGC-CPE | Yes |

DST Star Scheme | Yes | UGC-CE | No |

UGC-Special Assistance Programme | Nil | DST-FIST | No |

UGC-Innovative PG programmes | Nil | Any other (*Specify*) | ------ |

UGC-COP Programmes | 09 |

2. IQAC Composition and Activities

2.1 No. of Teachers | 08 |

2.2 No. of Administrative/Technical staff | 01 |

2.3 No. of students | 01 |

2.4 No. of Management representatives | 01 |

2.5 No. of Alumni | 01 |

2. 6 No. of any other stakeholder and

community representatives | Nil |

2.7 No. of Employers/ Industrialists | Nil |

2.8 No. of other External Experts | 02 |

2.9 Total No. of members | 14 |

2.10 No. of IQAC meetings held | 08 |

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

Non-Teaching Staff /Students | 02 | Alumni | 01 | Others | Nil |

2.12 Has IQAC received any funding from UGC during the year? Yes | √ | No | |

If yes, mention the amount | 300000 |

2.13 Seminars and Conferences (only quality related): Nil

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

Total Nos. | 04 | International | -- | National | -- | State | 02 | Institution Level | 02 |

(ii) Themes
- Use of ICT Tools in Teaching and Learning Process
- Innovative practices in Teaching-learning Process
- Current Trends in Research
- Computer proficiency among teaching and non-teaching staff

2.14 Significant Activities and contributions made by IQAC

- Arranged seminars presentations of students and invited talks.
- Teaching learning process strengthened by using ICT tools and modern gadgets.
- Training and placement cell was made more active and thus on campus placement was increased.
- Infrastructural and other support facilities developed.

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
• Teachers will be motivated to participate in conference and seminars to update their knowledge.	• 37 faculty members attended seminars/conferences held at various institutes. • 04 faculty members were awarded with Ph.D.Degree. • 03 faculty members attended refresher/short-term courses
• Students' participation in competitive events (Co-curricular, sports and cultural) at all levels including University Youth Festival will be encouraged, Workshops, seminars and guest lectures will be organized for students. • Sports facilities will be further	• 57 research papers were published by faculty members in various journals of national and international repute. • 10 papers were published in the proceedings of national and international conferences. • 06 students secured ranks in the merit list of SGBAU in Summer 2013 examinations and 19 students secured positions in the SGBAU merit lists • 28 students represented the college at university level Youth Festival. • 101 students were placed in various national and international companies of repute. • 30 students were honoured with colours

enhanced.	by SGBAU in sports and cultural activities.
	• 32 students represented the college in various soft skills competition at different levels.
	• A team of students won the quiz competition at the university level Youth Festival.
	• 11 research students were awarded with Ph.D. Degree, 01 student cleared NET examination.
	• 22 students were felicitated for securing highest marks in various subjects at the college level.
	• 04 workshop/Seminars were organized.
• To encourage more participation in NCC, NSS and other Extension activities.	• 40 activities under extension and social outreach were organized.
	• 28 activities were organized by the NSS unit of the college along with a special residential camp held at Wadgaon Mahure.
	• 05 activities were organized by the NCC
	• 11 educational tours and excursions were arranged in the college.

(Note: Academic Calendar for the Academic Year 2013-2014 is attached- Annexure: I)

2.15 Whether the AQAR was placed in statutory body   Yes [√]   No [ ]

Management (LMC) [√]   Syndicate [ ]   Any other body [ ]

Provide the details of the action taken

> The management went through the AQAR and expressed their satisfaction to see that the institution has been enhancing quality in all respect. The management also instructed the principal to pay special attention to areas of weaknesses.

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
Ph D	08	01	-	-
PG	10	-	10	-
UG	07	-	03	-
PG Diploma	02	-	02	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	09
Others	-	-	-	-
Total	27	01	15	09

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

The college offers academic flexibility through maximum options and combinations of courses. The college is also a recognized study centre of YCMOU, Nasik

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	13
Trimester	-
Annual	06

1.3 Feedback from stakeholders*

(On all aspects)

Alumni [--]   Parents [√]   Employers [√]   Students [√]

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

(Note: Feedback Analysis Report for the Academic Year 2013-2014 is attached as Annexure-II)

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

The following revisions are made at the University level in line with the Global Industry requirement and enhancing quality.

- B.Com.II.New version of Tally 9,0 added.
- B.Sc.(Electronics. Sem.I) Switching &Optoelectronic Devices &Integrated Circuit added. (Sem.II) Binary Arithmetic &Logic Gates,Boolean Algebra & Logic Families Combinational Logic Circuits & Semiconductor Memories added.(Sem.III) Hybrid Parameter & Cascaded Amplifier &Power Amplifiers added.(Sem.IV) Optical Fiber communication added.
- B.Sc. I.(Chemistry) Restructuring of UG practical and theory syllabus.
- M.Sc. (Zoology) Restructuring of Sem. I Paper IV. Stem Cell markers and Stem Cell disorder added.
- B.Sc. (Zoology) Anatomical study through computer aided Techniques, Video Clipping, Models and Photographs added

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

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
43(G)+38(NG)= 81	57	22	01	01

2.2 No. of permanent faculty with Ph.D.   38

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
-	09	-	-	-	-	-	-	-	09

2.4 No. of Guest and Visiting faculty and Temporary faculty   1Guest   32Visiting   22Temporary

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	15	40	14
Presented	07	30	-
Resource Persons	-	06	04

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

- Use of ICT in teaching learning process
- Faculty and students are encouraged to use e-resources

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)

- The institution has played a lead role through active participation of its faculty members at different academic bodies of the University in the process of reforms.
- Each year the institution constitutes a special examination committee to ensure effective implementation of all activities related to internal and external examinations and assessments.
- The institution conducts open – book tests for some of the courses.

2.9 No. of faculty members involved in curriculum
   restructuring/revision/syllabus development

19	21	16

   as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

85 %

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						
B.Sc.	172	13.95	40.11	12.20	0.00	66.28
B.C.A.	95	4.21	67.86	8.42	1.05	81.05
B.Com.	117	10.25	68.37	58.11	0.00	81.20
B.A.	67	0.00	13.43	19.40	1.49	44.78
B.B.A.	53	0.00	26.41	3.77	16.98	47.17
B.Tech.	22	45.45	54.54	0.00	0.00	100.00
B.L.I.Sc.	13	7.69	61.53	0.00	0.00	84.62
P.G.						
M.Sc. (Chemistry)	27	55.55	33.33	0.00	0.00	88.89
M.Sc. (Physics)	19	15.78	63.15	5.26	0.00	84.21
M.Sc. (Botany)	10	20.00	60.00	10.00	0.00	90.00
M.Sc. (Zoology)	9	33.33	55.55	0.00	0.00	88.89
M.B.A.	46	15.21	41.30	0.00	0.00	56.52
M.C.M.	16	6.25	56.25	0.00	6.25	68.75
M.C.A.	58	3.44	94.82	0.00	0.00	98.28
MIRPM	19	0.00	57.89	31.57	0.00	89.47
M.Tech.	23	100.00	0.00	0.00	0.00	100.00

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

- The IQAC sets broad objectives and plans at the beginning of the academic year which includes various activities to enhance quality in academic process. Twice in an academic year, review meetings of the faculty are conducted to discuss and evaluate the functioning in view to improve academic processes. The IQAC regularly observes the actual implementation of the strategies adopted and suggestions made in the perspective plan of the academic year.
- The IQAC seeks feedback from the stakeholders and suggests measures to bring about qualitative improvements in the teaching-learning process.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	03
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	04
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	04

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	31	19	-	-
Technical Staff	50	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

1. By organizing expert lectures on research areas and advanced topics.
2. Workshop and seminar for research promotion have been organized.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	5	1	-
Outlay in Rs. Lakhs	-	448110	1837600	-

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	8	2	-
Outlay in Rs. Lakhs	-	461617	495000	-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	54	7	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	10	-	5

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	3 years	UGC	1837600	-
Minor Projects	2 year	UGC/ WRO Pune	495000	153500
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	3	UGC	-	-
Any other(Specify)	-	-	-	-
Total	-	-	2332600	153500

3.7 No. of books published   i) With ISBN No. [6]   Chapters in Edited Books [-]

ii) Without ISBN No. [1]

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   [8350]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	1	1	2
Sponsoring agencies	-	-	self	self	self

3.12 No. of faculty served as experts, chairpersons or resource persons | 19 |

3.13 No. of collaborations International | 01 | National | 05 | Any other | -- |

3.14 No. of linkages created during this year | 05 |

3.15 Total budget for research for current year in lakhs :

From funding agency | 243000 | From Management of University/College | - |

Total | 243000 |

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 | 23 |
    **who are Ph. D. Guides
    and students registered under them** | 78 |

3.19 No. of Ph.D. awarded by faculty from the Institution | 12 |

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

JRF | 01 | SRF | | Project Fellows | | Any other | |

3.21 No. of students Participated in NSS events:

University level | 56 | State level | 03 |

National level | -- | International level | -- |

3.22 No. of students participated in NCC events:

University level | 120 | State level | 15

National level | 27 | 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: 73

University forum | 09 | College forum | 31

NCC | 5 | NSS | 28 | Any other | --

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

1. Organization of Blood Donation Camp.

2. Participation in Pulse Polio Eradication Mission.

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	7.33Acre	-	-	7.33Acre
Class rooms	30	-	-	30
Laboratories	32	-	-	32
Seminar Halls	5	-	-	5
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	1120	54	-	1174
Value of the equipment purchased during the year (Rs. in Lakhs)	19514847	1935075	-	21449922
Others	6	-	-	6

4.2 Computerization of administration and library

- The office administration is computerized with an in house software SCHOLAR.
- The library is fully automated with LIBSYS package.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	42348	10493439	3465	1021517	45813	11514956
Reference Books	992	496000	-	-	992	496000
e-Books	70000	5000	-	-	70000	5000
Journals	94	145403	-	-	94	145403
e-Journals	4 Package	658520	-	-	4 Package	658520
Digital Database	02	14000	-	-	02	14000
CD & Video	348	-	-	-	348	-
Others (specify)	3268	-	-	-	3268	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	270	06	10	03	01	01	15	-
Added	22	-	-	-	-	-	-	-
Total	292	06	10	03	01	01	15	-

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

- Training workshops for teachers and support staff to achieve computer proficiency.
- The institution organized e- literacy programs for the teaching and non-teaching staff.

4.6 Amount spent on maintenance in lakhs :

i) ICT   638236

ii) Campus Infrastructure and facilities   737893

iii) Equipments   10705

iv) Others   222872

Total :   1609706

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Benchmarks are prepared by the IQAC regarding the support services.
- IQAC arranges timely meetings and takes initiatives regarding various reforms.
- Various committees like Student Welfare, NSS, NCC, Competitive Examination cell support the students in participating and organising various activities.
- Through Notice- board, Letter correspondence and Circulars.
- College Website
- During the informal interaction with the students in the college premises and staff Rooms.

5.2 Efforts made by the institution for tracking the progression

- Database in the departments.
- Through interaction with the Alumni.
- Result analysis, performance in various activities.
- During the visits to the houses of wards allotted under Tutor-Ward Cell.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2023	532	78	---

(b) No. of students outside the state

22

(c) No. of international students

No	%	Men
1106	42	

No	%	Women
1527	58	

Last Year(2012-2013)						This Year(2013-2014)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1039	303	80	1057	---	2479	1099	299	74	1161	----	2633

Demand ratio Professional Courses : 1:2
Conventional Courses : 1:1   Dropout % UG:10% PG:6%

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

- Arranging interactions with the Expert and academicians in the field.
- Special library with rich resources has been set up for the preparation of competitive examination.
- Special support and coaching for UCG-CSIR-NET,SLET etc Study material is also provided for certain programs.

No. of students beneficiaries   285

5.5 No. of students qualified in these examinations

NET	01	SET/SLET	01	GATE	--	CAT	--
IAS/IPS etc	--	State PSC	--	UPSC	--	Others	21

5.6 Details of student counselling and career guidance

- Guest lectures and seminars for career counselling.
- Efforts by the faculty at departmental level.

No. of students benefitted   203

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
20	240	101	102

5.8 Details of gender sensitization programmes

- Gender sensitization programs are conducted regularly by 'Pratibha Women's Study Centre'.
- Conducting survey and awareness campaigns for gender sensitization.

5.9 Students Activities

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

State/ University level | 26 | National level | 04 | International level | -- |

  No. of students participated in cultural events

State/ University level | 38 | National level | 02 | International level | -- |

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

Sports : State/ University level | 02 | National level | 02 | International level | -- |

Cultural: State/ University level | 04 | National level | 04 | International level | 02 |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	---	----
Financial support from government	789	11,858,302/-
Financial support from other sources	47	6,50,072
Number of students who received International/ National recognitions	--	---

5.11   Student organised / initiatives

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

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

5.12   No. of social initiatives undertaken by the students | 05 |

5.13 Major grievances of students (if any) redressed:

  No major grievances were reported whatever feedback received was in the form of suggestions. The committee took cognizance of the suggestion and recommended the measures to implement them.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: Holistic development of the student into a responsible, morally upright citizen, capable of thinking, learning and striving for national development.

Mission: Committed to the creation of a self-reliant centre of excellence that imparts knowledge and develops the right values, attitudes and skills, stressing quality-consciousness, to produce ideal citizens who can contribute their mite to nation-building.

6.2 Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

The syllabus prescribed by Sant Gadge Baba Amravati University is followed by the college. 7 faculty members have been elected/co-opted to the university Board of Studies of various faculties. The Principal of the institution and the Head of the Dept of Commerce have been elected as Deans of the Faculties of Science and Commerce respectively. The institution strives to bring the qualitative improvements in curricula through these members. The faculty develops modules for bridge courses and the first week after vacation is strictly devoted to teach bridge courses.

6.3.2 Teaching and Learning

- The Annual Plan is prepared by the Academic Planning and Audit Committee. Strategies for Teaching and Learning are adopted to bring in qualitative enhancement.
- Establishment of the course plan for every subject well before the commencement of each academic year and the semester.
- Slow learners are assisted with extra coaching while advanced learners are felicitated.
- "Tutor-Ward System" is involved in the mentoring of students by the teachers.
- Use of ICT Classroom.
- Frequent screening of subject related films including classics for students.
- Free access of advanced software INFLIBNET and internet.
- Apart from teaching –learning, students motivated and guided to take part in co-curricular, cultural, extra-curricular and extension activities.

6.3.3 Examination and Evaluation

The Examination Committee conducts college examinations. The schedule of examination and Evaluation methods of college and University examinations are explained to the students. Continuous evaluation through unit tests, home assignments and terminal examinations is carried out throughout the academic session. Copies of the question paper sets of previous years are made available in the library. Model question papers are set for college examinations according to the University question paper pattern and evaluated in the same way so that the students can have first-hand experience of the examination. The evaluation methods of the University examinations, theory, practical, internal assessment, viva-voce, dissertation, industrial visit, field tour, seminar and incentive marks for participation in extra-curricular activities like sports, cultural and extension activities etc. are also explained to the students by the teachers time to time.

6.3.4 Research and Development

- The research activities are supervised by Research Committee headed by the Principal
- The faculty members and research students are encouraged to gear up the research activity.
- The faculty is encouraged to enhance professional competencies by attending refresher courses, orientation courses and short term courses.
- It monitors the progress of research projects, papers published/presented by faculty members in journals and conferences, research facilities in different departments, proposals submitted for research projects to funding agencies.
- Encourages to explore viable areas for inter-disciplinary research and themes for organizing conferences, seminars, workshops, symposia, etc.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- In order to bring smooth functioning of the library, Library Advisory Committee is formed.
- It also acts upon the feedback received from the students and staff.
- Keeping in view rapidly-changing technological and industrial scenario, the institution strives to keep pace with changes by upgrading its computer systems and software time to time.
- The College has excellent infrastructural facilities to run academic programmes.
- The gardens on the campus are maintained.
- In this academic session the institution has purchased new equipments in the laboratories worth of Rs.1935075/-.

6.3.6 Human Resource Management

- The performance of every staff member is regularly assessed through annual self-appraisal, periodic placements and feedback from students and parents.
- Organization of conferences, seminars, workshops and guest lectures for faculty development. Teachers are sent for Orientation and Refresher Courses.
- Motivated to carry out research work for doctoral degree, to publish papers and to participate in conferences.
- Workshops for Computer Literacy for the staff are arranged on a regular basis.
- Training is provided to the staff for skill up-gradation, familiarization and maintenance of equipment used.
- The institution encourages the faculty to become members in professional associations and provides facilities for active work in such associations such as University bodies and University Teachers' Associations.
- Welfare measures are provided for the staff and faculty.
- Performance of office staff is assessed by the Principal with the Office Superintendent.

6.3.7 Faculty and Staff recruitment

- Faculty and staff are recruited in accordance with the University and/or Government-approved procedures.
- As and when required, according to workload, ad hoc/part-time faculty is recruited.
- Good performers are retained and appreciated.

6.3.8 Industry Interaction / Collaboration

The Training and Placement Cell of the institution endeavors to promote Industry Interaction through placement drives. Feedback is gained from such interactions regarding industry-relevant courses. It also acquires insight and knowledge regarding viability of courses taught and those that are currently the need of the hour. Special training is provided to the students appearing for the campus drives. Job Fairs are regularly organized in the college campus. They help students and industry to come together and also benefit employable candidates of the local community.

6.3.9 Admission of Students

> The Admission Committee ensures transparency in the admission process. The institution provides an annually updated college prospectus containing information regarding the courses available in the college and their intake capacities along with other information relating to the admission process. Students are admitted strictly according to University/State Government rules and on merit basis. Admissions to courses like MBA and MCA are done through the Common Admissions Programmes conducted by the Directorate of Education, Government of Maharashtra. The State Government has prescribed a stipulated quota for different sections of students viz., SC, ST, VJ / NT and OBC. This is taken into consideration during admissions. Information regarding the quota, scholarships, free-ships and concessions for economically backward classes is included in the prospectus. Preference is given to sports personnel wherever possible.

6.4 Welfare schemes for

Teaching	Loans, Medical Allowance, LTC, GIS
Non teaching	Loans, Medical Allowance, LTC, GIS
Students	Freeships, Scholarships, EBC, PTC, STC, Meritorious Minority Students Scholarship, Students' Welfare Fund, Teacher-sponsored Cash Prizes

6.5 Total corpus fund generated | 4450.00

6.6 Whether annual financial audit has been done [√] Yes [ ] No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	√	Joint Director, HE	√	Principal & Academic Audit Committee
Administrative				

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

For UG Programmes   Yes ☐   No ☐

For PG Programmes   Yes ☐   No ☐

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

> The institution is affiliated to Sant Gadge Baba University, Amravati and follows its rules and regulations regarding Examination Reforms.

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

> NA

6.11 Activities and support from the Alumni Association

> The Alumni Association holds meetings twice a year to collect relevant information regarding progression. It interacts with students to inspire and motivate them and provide career counseling. Alumni also assist the institution, faculty and students in different capacities. Valuable feedback regarding all aspects of the institutional process are also gained from Alumni.

6.12 Activities and support from the Parent – Teacher Association

> The Parent-Teacher meetings are held twice a year or whenever necessary to solve problems regarding the student, to gain feedback, and to appraise the parent of the student's academic performance and for counselling. The Tutor-Ward System also ensures that the parents and teachers are in contact for the benefit of the ward.

6.13 Development programmes for support staff

- Computer Literacy Programmes.
- Counseling provided
- Guest lectures on Fitness Management, Stress Management,
- Welfare schemes were organized.

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

- Tree Plantation in Campus
- Rainwater Harvesting
- Vermi-composting
- Regular cleaning and maintenance of surroundings
- Care and maintenance of Gardens in campus

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.

The institution strengthened the activities of it's already established the Tutor-ward Cell by increasing the number of visits to the students' houses to enquire regarding overall progress of the wards allotted to the tutors. The system helps the institution to know the socio-cultural and educational background of the wards so as to device specific measures to deal with their problems.

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

- 06 students secured ranks in the merit lists of SGBAU in Summer 2013 examinations
- 19 students secured positions in the SGBAU merit lists
- 22 students were felicitated for securing marks in various subjects at the college level
- 30 students were honoured with colours by SGBAU in sports and cultural activities.
- 28 students represented the college at university level Youth Festival
- 101 students were placed in various national and international companies of repute
- 32 students represented the college in various soft-skills competitions at different levels
- A team of students won the quiz competition at the University level Youth festival
- 04 faculty members and 12 research students were awarded with PhD degrees
- 01 student cleared NET examination
- 57 research papers were published by the faculty members in various journals of national and international reputed.
- 10 papers were published in the proceedings of national/international conferences
- Various academic events were organized by the college
- 37 faculty members attended seminars/ conferences held at various institutes
- 03 faculty members attended refresher/ short-term courses

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

- Budding Researchers Scheme"
- A Unique System of Mentoring – Tutor-Ward Cell

(Note: Details of Best Practise(s) as per format have been attached – Annexure-III)

7.4 Contribution to environmental awareness / protection

The students of the institution undertook tree-plantation program under the aegis of NSS. The students took part in campaigns for creating awareness on environmental issues such as cycle rallies, street plays, and poster displays etc.

7.5 Whether environmental audit was conducted?   Yes   Yes   No

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

Nil

8. **Plans of institution for next year**

- Parents-Teachers Meet
- Under Tutor-ward system faculty visits to the houses of wards
- Remedial coaching for slow learners
- Health Check-up camps and Women related issues etc would be under taken by Pratibha Women's Study Centre
- Various programs under the aegis of subject societies and clubs
- Workshop on Examinations Reforms regarding introduction of semester pattern at Science faculty
- Establishing a Cultural Club
- Seminars, Workshops and guest lectures shall be organized for the students to encourage them to clear NET/SET/GATE etc.
- Enhancing the activities under Training and Placement Cell.
- Organization of Games and sports competitions at college and University level by department of Physical Education.
- To encourage students' participation in curricular, co-curricular and extra-curricular, cultural and technical events.

- To encourage research activities and promotion of research publications.
- To encourage participation of teachers and students in conferences and workshops
- To organize programs of sensitizing on gender issues
- To encourage social outreach activities through NSS and NCC
- Promoting more educational tours and excursions
- To develop a museum on the campus

Dr. R. M. Patil   *Dr. F. C. Raghuwanshi*

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

List of Annexure

1. **Annexure I: Academic Calendar of the year**
2. **Annexure II: Analysis of the Feedback**
3. **Annexure III: Two Best Practices of the Institution**

Academic Calendar (Session 2013-14)

A) General Address by the Principal – 1st Week of July

B) Meetings of the Local Managing Committee
Meeting 1: Last week of September, Meeting 2: First week of March

C) Meetings of IQAC: 1st Week of July, 1st Week of October, 1st Week of January & 1st Week of April

D) Departmental Meetings
Meeting1: 21"to 30"`June, Meeting 2: 10"to15'" September, Meeting 3: 2""week of April

E) Inauguration of Various Societies - 6"' September to 12"" September
(Within a week after the last date of admission)

F) Meetings with Principal & HOD
Meeting 1 1 1"Week of July, Meeting2 :1"week of December

G) Meetings of Staff Council
Meeting 1 : 2"" Week ofJuly
Meeting 2 : 1" Week prior to closing of 1" Session
Meeting 3 : Last week of 2"" Session

H) Grievance Cell- Dates decided as per requirement
I) Future Planning and Corrective Measures - 10 Days after the Diwali vacations.
J) Exam. Schedule 2015-16   **(B) Semester Pattern**

(A) Annual Pattern	UG - Sem.-I	UG - Sem.-II
Unit Test :1st Week of August	Assignment: 4th Week of August	Assignment: 4th Week of January
Unit Test :1st Week of January	Class Test: 4th Week of September	Class Test : 4th Week of February

UG - Sem.-III   **UG - Sem.-V**

Home assignment I: 3rd Week of August   Project : 4th Week of July   Class Test :
                                                   4th Week of September

Home assignment II: 2nd Week of January   Seminar/ GD / Industrial Tour etc.:
                                                   1st Week of October

Seminar on every subject- 1st – 31st December

UG - Sem.-IV   **UG - Sem.-VI**

First Term Exam 24th to 30th October   Project : 2nd Week of January   Class Test :
                                                   2nd Week of February

Second Term Exam. – 14th Feb. to 28th February   Seminar / GD / Industrial Tour etc. :
                                                   1st Week of March

Note : For rest of the committees at least **two** meetings during whole academic session are scheduled.

Analysis of Feedback (2013-2014)

The feedback for the year 2013-14 was analysed and the observations have been stated below.

The continuous analysis of the teaching and learning process with the help of students' and parents' feedback facilitates the teachers and the college to improve the knowledge, skills and the quality of the education. The college periodically solicits feedback from students of all the courses and from the parents, regarding teachers, college and the office staff. Feedback based on seventeen broad factors, was taken for the year 2013-14 to acquaint with the opinion of the students regarding teachers, college campus, infrastructural facilities, college atmosphere, quality of teaching staff and the position of the college in the region.

1) Regarding the syllabus of each course:
   100% of the students were of the opinion that the syllabus of each course was adequate and challenging.
2) Background for benefiting from the course:
   84% of the students were of the opinion that the background for benefiting from the course was adequate.
3) Course easy or difficult?
   92% of the students were of the opinion that the course was easy and manageable.
4) Syllabus covered in class:
   87% students were of the opinion that >85% of the syllabus was covered in the class.
5) Students' opinion regarding Library material and facilities for the course:
   96% students were of the opinion that the library material and facilities for the course are adequate and more than adequate.
6) Extent of ability to get material for prescribed readings:
   83% students were of the opinion that they could get material for prescribed readings easily.
7) Teacher's preparation for the classes:
   100% students were of the opinion that the teacher was thoroughly prepared for the classes.
8) Teacher's ability to communicate:
   100% students were of the opinion that the teacher's ability to communicate was always effective.
9) Teacher's encouragement of student participation in class:
   96% students were of the opinion that the teachers encourage student participation in the class.
10) Method used by the teacher for above:

91% students expressed their views that teachers always encourage students to raise questions and get involved in discussion in class.

11) Teacher's helpfulness in advising:

83% students from all faculties were of the opinion that teachers are very helpful in advising them to generate interest in the subject.

12) Teacher's approach:

92% students said that the teacher's approach is always courteous.

13) Internal assessment:

87% students from all faculties were of the opinion that internal assessment was always fair.

14) Effect of Internal Assessment on course grade:

83% students from all faculties said that internal assessment is helpful for improvement.

15) Frequency of feedback on performance by teachers:

100% students were of the opinion that feedback on performance was provided regularly and with helpful comments.

16) Discussion of assignments with students:

73% students were of the opinion that assignments were discussed fully and 27% said that assignments were discussed partly.

17) Providing a course contributory lecture at the beginning:

83% students from all faculties confirmed that the course contributory lectures were provided at the beginning.

18) If you have other comments to offer on the course and suggestions for the teacher you may do (so in the space given below or on a separate sheet.)

1. For BCA, there should be permanent teaching staff.
2. For B.Sc., everything finished in time and correctly.

From the above questionnaire, it could be seen that:

1. Teachers motivate students to participate in various curricular, co-curricular and extra-curricular activities.
2. Teachers help students coming from weaker sections of the society.
3. Students have understood the subject better due to the efforts of the teachers.
4. Teachers complete the syllabus prescribed for the academic year.
5. Teachers try to generate interest in students.
6. Teachers create new ideas and increase the creativity of students.
7. There is always interaction between students and teachers so that students can freely raise questions or doubts.

Feedback from Alumni (2013-2014)

A meeting of Alumni Association was organized on 11th August 2013. The meeting was presided over by Principal Dr. F. C. Raghuwanshi and attended by 65 members of the Association. The members deliberated on various issues and made the following suggestions in the interest of the institution.

1. Time to time updating is going on by the teachers who are the members of the committee.
2. Notice has been circulated to all the faculty members requesting them to provide the names of those students who have achieved some level of eminence in the respective field.
3. Former students who have achieved some level of eminence may be invited for career counselling.

A second meeting of was organized on 23rd Feb. 2014. The meeting was presided over by Principal Dr. F. C. Raghuwanshi and attended by 63 members of the Association. The members deliberated on various issues and made the following suggestions in the interest of the institution.

1. Passed students may approach for enhancing placement activity.
2. The college website may be made more functional and updated from time to time.
3. Students should be promoted to participate in seminars and group discussions.
4. More motivational speeches of Eminent Personalities be arranged.

Best Practice I: A Unique System of Mentoring – Tutor-Ward Cell

1. Title of the Practice: "Tutor-Ward Cell"

2. Goals:

The goals of the system are:

1. Establishment of mentoring mechanism to ensure harmonious relationship between students and teachers.
2. Ensuring that quality is maintained in the institutional processes.
3. Establishment of a mechanism whereby

- Tutor can provide feedback to parents/ guardian on:
   - Student's aptitude Academic performance of the ward
   - Attitude towards learning
   - Involvement in co-curricular and extra-curricular activities
   - Strengths and limitations if any
- Tutor can receive feedback from parents on:
   - Areas of strength, likings and weaknesses of the ward
   - Time spent by the ward in studies, games and hobbies
   - Difficulties faced by the ward in studies
   - Areas requiring improvements

3. The Context:

1. Establishment of a mechanism to facilitate interaction between the teachers and students.

2. To obtain feedback from the stakeholders on various aspects of the institution such as academics, infrastructure and other facilities.

4. The Practice:

The college has initiated an excellent "Tutor-Ward Cell" for the mentoring of students. It is one of the best and most regular activities of the college, which involves teachers and students.

Under this system, a panel of faculty-wise co-ordinators is formed. These faculty co-ordinators appoint class co-ordinators for each and every class of different faculties.

A class-wise list of students is prepared for all the courses. Every student (Ward) has to fill a form relating to the information regarding family, socio-economic background, hobbies, interest along with address and phone numbers.

The class co-ordinator collects the filled-in forms from the students. The class co-ordinator further appoints teachers as Tutors. A group of 15-20 students residing in a particular area of the city is allotted to every teacher as his/her wards.

Every teacher visits the residences of the wards twice in an academic session. For programmes with annual examination, the visits are scheduled in the months of September and December   and for the semester pattern, in September and February.

During these visits, the teacher gets in touch with a student as well as his/her parents, assesses the family's condition, gets feedback from parents, gives feedback to his parents on the ward's attendance, performance, attitude towards learning and the facilities provided by the college. The tutor is in contact with the wards every week in the college. Any difficulty faced by the student is resolved at the personal/institutional level.

For students residing in hostels or as paying guests, their local guardians are contacted telephonically. Parents are also invited to visit the college to discuss the progress of their wards and other related issues.

5. Evidence of Success:

The Tutor-Ward System has helped to:

- Establish mutual trust between the students and the teachers.
- Assess the difficulties faced by the students.
- Understand his/her strengths and weaknesses.
- Improve progress in academics.
- Identify differently-abled students, their inherent potential and their difficulties. Care was taken so that such students were encouraged to perform to the best of their potential.
- Ensure overall development to produce responsible and ideal citizens.

6. Problems Encountered and Resources Required:

- Practical difficulties in locating the houses of wards in certain localities.
- Many of the parents are reluctant to interact with the teachers owing to unsupportive social framework.
- The students belonging to slum areas, villages, and poor families do not want their teachers to visit their houses for the fear of their social and economic background being made known to the teachers.

7. Notes (Optional): Nil

8. Contact Details:-

Name of the Principal: Dr.F.C.Raghuwanshi
Name of the Institution: - Vidya Bharati Mahavidyalaya
City: - Amravati
Pin code:-444602
Accredited Status:-NAAC accredited "A" Grade with CGPA of 3.26
Work Phone:- 0721-2662740
Website :-www.vbmv.ac.in
Mobile :-9422917111

Best Practice II: Budding Researchers Scheme

1. **Title of the Practice :-**
   "Budding Researchers Scheme"

2. **Goals**
   - To orient the students of Post-Graduate courses with the fundamentals of research and research methodology, to inculcate ethics and culture.
   - To motivate them to undertake applied research useful to the local needs with broader perspectives.
   - To enhance the employability potential of research scholars in research organizations at national and international level,

3. **The Context**
   - The research in India has detached from its practical applicability. In higher education it has become job-oriented. Consequently there has been a decline in the standards of research. Keeping this in view making research more relevant and need-based the above practice has been adopted by the institution.

4. **The Practice**
   - Identification of researchers
   - To make them aware of the current trends in research which are useful to the societal needs.
   - To encourage them to undertake a review of the resources.
   - To prepare the synopsis of research proposal in the prescribed format in the light of stipulated norms.
   - To encourage them to publish their findings in journals of high repute.
   - To encourage the participation of researcher at national and international level at symposia, conferences etc.
   - To encourage the researchers to explore the avenues for obtaining support in the forms of sponsorships, study leaves, exchange programs, accommodations, incentives etc.
   - To submit proposals to undertake Major and Minor research projects

5. **Evidence of Success**
The following figures indicates the huge success that the above practice has achieved for the institution.
   - No of Ph.D supervisors -23
   - No of candidates registered-78
   - No of research publications-76
   - Minor Research Projects -03
   - Major Research Projects-01(Ongoing)

6. Problems Encountered and Resources Required

- The primary problem encountered was non-availability of funds required to meet the expenses on the research.
- Non-availability of highly sophisticated instruments in the region.

7. **Notes :- (Nil)**

8 . Contact Details :-
Name of the Principal: Dr.F.C.Raghuwanshi
Name of the Institution: - Vidya Bharati Mahavidyalaya
City: - Amravati
Pin code:-444602
Accredited Status:-NAAC accredited "A" Grade with CGPA of 3.26
Work Phone:- 0721-2662740
Website :-www.vbmv.ac.in
Mobile :-9422917111