



Nevjabai Hitkarini Education Society's

**Nevjabai Hitkarini College, Bramhapuri
Pin : 441206, District – Chandrapur (M.S.)**

Reaccredited 'B' Grade with CGPA 2.86

**ANNUAL QUALITY ASSURANCE REPORT
(AQAR 2013-14)**

Submitted to

**National Assessment and Accreditation Council, Bangalore
(NAAC)**



(July 1, 2013 to June 30, 2014)

Annual Quality Assurance Report (AQAR)

(2013-14)

Part – A

I. Details of the Institution

1.1 Name of the Institution	NEVJABAI HITKARINI
1.2 Address Line 1	BRAMHAPURI
Address Line 2	BRAMHAPURI
City/Town	BRAMHAPURI
State	MAHARASHTRA
Pin Code	441206
Institution e-mail address	nhcbramhapuri@rediffmail.com
Contact Nos.	07177-272033 07177-273293
Name of the Head of the Institution:	Dr. N.S.Kokode
Tel. No. with STD Code:	STD 07177 Tel.no.272033, 273293
Mobile:	9421782607/8275046111/94234169

Name of the IQAC Co-ordinator:

Mohammad Aslam Sheikh

Mobile:

9423416976

IQAC e-mail address:

gavision2018@gmail.com

1.3 NAAC Track ID(For ex. MHC0GN 18879)

14231

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/002 dated 05/01/2013

1.5 Website address:

nhcb.in

Web-link of the AQAR:

<http://www.nhcb.in/AQAR1314.pdf>

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	75.50	2004	16/02/2004 to 15/02/2009
2	2 nd Cycle	B	2.86	2013	05/01/2013 to 04/01/2018
3	3 rd Cycle	--	--	--	--
4	4 th Cycle	--	--	--	--

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

14/03/2004

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 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 2012-13 submitted to NAAC on 29-08-2017.
- ii. AQAR 2013-14 submitted to NAAC on 29-08-2017.

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)

1.12 Name of the Affiliating University (for the Colleges)

RTM Nagpur University, Nagpur and Gondwana University,

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

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

IQAC reviewed the academic performance and conducted the academic audit of all the departments by visiting the departments. It also took the regular follow up of all the portfolios by arranging meeting and suggesting steps to better their overall performances. Various academic and co-curricular activities were conducted under the directives of IQAC.

- Programmes like 'Jagar Janiwacha' (27th October 2013), University level Literacy Movement on 25th Jan 2014, Pre-marital Talk on 15th February 2014 and Women related Law Awareness Camp on 13 March 2014 organised by Women Development and Empowerment Committee
- IQAC in collaboration with Department of Electronics held one day seminar on Academic and Administrative Audit
- World Population Day, World Literacy Day, Rally with placards having messages highlighting male-female equality, essay writing competitions organised jointly by Population Education Association and Women Study and Service Centre.
- World Aids Day, Human Rights Day, one week Camp on 'Youth for Rural Development' at Kharkhada organised by NSS unit. 500 mt. road was repaired and deep pit of 100 sq.ft. was filled by NSS students. Blood Test and Blood Donation Camp held in which 19 bottles of blood were donated by students, faculty and villagers.

- NCC Girl Unit participated in programmes like special parade, tree plantation, blood donation camp, trekking camp and rally etc.
- NCC cadets participated in exams, training and camps at various levels. 70 cadets got their blood checked and 10 cadets donated their blood to Christianand Blood Bank.
- Talk on ‘Management Programme as a Career’ was held for the students of Commerce and Management.
- Talk was arranged on ‘Anti Drugs Day Programme’
- One Day Workshop on ‘Scope of Syllabus for B.Sc. Semester III and Semester IV held by Physics department.
- 37 students recognised as colour holders in various games by Gondwana University and 01 girl student that of Rashtrasant Tukdoji Maharaj University. 13 students from Junior college performed in different games at district, divisional and state level tournaments.
- Organisation of Annual College Day and Academic Excellence Award.
- Placement of four MCVC students was done in Nagar Parishad Bramhapuri; organisation of study tour to Nawegaon dam and Guidance on the life of Savitribai Fule by MCVC department.
- Students were encouraged to participate in University Level Avishkar 2013-14. 12 students participated. Projects of 2 students were selected for State Level Science Competition at Jalgaon. Similarly B.Sc.I student participated and bagged third prize in the competition organised by Government Science College, Gadchiroli to mark National Science Day.
- Regular physical fitness training and Coaching Camp organised for students in games like Chess, Weightlifting, Power lifting etc.
- Regular Medical Check up and Physical Fitness test conducted.
- Birth anniversary of Major Dhyanchand organised to celebrate National Sports Day arranging hockey match and tree plantation programme.
- Lectures about Health awareness especially for girl-students for ailments related to them. Some students were provided medicines free of cost with due instructions.
- 18 students were given placement in various departments in and out of the college under Earn and Learn Scheme.
- Birth and Death Anniversary of national leaders and freedom fighters were observed regularly.
- Course of ‘Environment Study’ has continuously been undertaken since its inception.
- Felicitation and recognition of meritorious students and staff.
- Fresher’s and Farewell functions for the students.
- Collection of feedback from students for the evaluation of teachers.
- Alumni and parents meet.

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 celebrate Alumni, Parent and 'Amrut Mahotsav' in N.H.College on the completion of 75 years of age of the president of N.H.Education.	<ul style="list-style-type: none"> • Alumni/Parent Meet and feedback • Felicitation of eminent Alumni. • Community get together. • Felicitation of eminent guests and motivation & feedback from them
To promote renovation, repair and construction of the college infrastructure	<ul style="list-style-type: none"> • Playground levelled • Remaining open space around college is floored with giles (gattu) for neat and clean campus. New • Arch Gate of College Campus constructed. New Security Guard room constructed near Arch gate. • 04 CCTV cameras installed. • Biometric machines installed. • Beautification of Campus and Landscaping. • Construction of extra classrooms and Chemistry and Botany Labs in PG Building. • Extra rooms for Boys Hostel constructed. • Renovation of toilets. • Construction of Indoor Stadium • Extra rooms for Boys Hostel. • Furniture work of the cabin of Vice Principal and Superintendent.
To promote extension services through Extension Units	<ul style="list-style-type: none"> • Women Development Centre held a workshop for women safety and rights under 'Jagar Janiwacha Programme' on 27/10/13. • It also held a programme for final year girls entitled 'Premarital Communication' on 15/02/14. • Women Study Centre held Literacy Movement programme at Bondegaon on 25/01/14. A survey was also conducted. • To sensitize girls with women related laws, lectures were arranged on 13/03/14. • YCMOU courses are on and benefitting the in service, needy, over aged students in the society.

	<ul style="list-style-type: none"> • Eco-club held Fitness Camp for the citizen, Sports Training Camp • NCC students and some teachers got their blood tested and registered with Blood Bank, Christianand Hospital, Bramhapuri • One NCC girl attended TSC camp at New Delhi, whereas two girls attended Trekking camp at Ooty. • Tree plantation, various awareness camps, rallies, drives etc. by NCC and NSS units in and out of the college. • NSS unit observed Communal Harmony Day on 20/08/13. To mark the occasion various competitions held on the topic ‘National Integrity and Social Equality’ • 200 saplings of kadulimb, disam, karanji etc. were planted on 01/09/13 jointly by Guests and NSS and NCC volunteers. • On NSS boy and one NSS girl participated in RD Parade as university representatives. On 10/09/13. • NSS unit observed Gandhi Jayanti, World Aids Day and Human Rights Day holding various programmes like cleanliness drive, rally, street drama, elocutions and speeches by guests. • Seven Day Camp was held at Kharkada where NSS volunteers and villagers donated blood to Blood Bank, Christianand Hospital, Bramhapuri. NCC Volunteers repaired 500 meter long road and also filled a huge pothole of 100 sq.ft. • Population Education and Women Study Centre jointly held programmes like World Population Day on 11/07/13, World Literacy Day on 8/09/13 and cleanliness drive to mark Gandhi Jayanti on 02/10/13. An Essay competition on Water Conservation and Population Explosion was also held. • Under Jagar Janivacha Programme, A rally advocating Gender Equality and Save Girl was taken throughout the Bramhapuri on 21/12/13.
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	<ul style="list-style-type: none"> • A Programme on 'Equal Opportunity' was organised. • Dr.N.S.Kokode emphasised the importance of voting in colleges premises under Voter Awareness Programme. • Department of Electronics held Study Tour Nagpur-Agra-Lucknow-Jalpaiguri-Darjiling-Kolkata
To monitor the activities according to portfolio	Meetings of various committees taken and suggestions were given
To conduct innovative courses and classes	<ul style="list-style-type: none"> • Language Enhancement classes were taken in Language Lab • The course of Fashion Designing was conducted.
To encourage all departments to conduct talks of experts/seminars/conferences and workshops	<ul style="list-style-type: none"> • Department of Physical Education organised talk on 'Health Education and Diet' especially for girl student. Free medicine was provided to some needy students. • Renowned academician Dr.Vedprakash Mishra, Chancellor, Datta Meghe Institute of Medical Sciences, Wardha delivered an inspiring speech to college students in Academic Excellence Programme. • Renowned Marathi litterateur Dr.Rajan Jaiswal delivered motivational speech in College Day Programme. • Department of Commerce held a programme – "Management Programme as Career" for management students who were guided by expert teachers from Datta Meghe Institute of Mangement Studies, Nagpur. • Department of Home Economics held a talk on 'Role of Micro Organism in Human Life : Advantages and Disadvantages'. • Home Economics Department also conducted University level Symposium for PG students. • Department of Physics in collaboration with Gondwana University, Gadchiroli organised one day workshop on "Scope of Syllabus of B.Sc. Sem.III and IV in Physics" • Department of Electronics organised

	<p>short term course on ‘Internet Multimedia and Computer Application’.</p> <ul style="list-style-type: none"> • It also organised one day seminar on Income Tax – 2013-14. • Also organised one day seminar on Election Duty and Voting. • Also organised one day workshop on Syllabus of B.Sc.III. • Department of Electronics and IQAC held one day seminar on Academic and Administrative Audit.
To encourage faculty members for the participation in academic and research activities and programmes.	<ul style="list-style-type: none"> • 19 papers were published in citation indexed journals • Faculty published 35 research papers at International level, 35 that of at National level and 07 at state level. • 07 books published. • Out of these five faculty presented research papers in international conferences at Turkey, England, Germany and Nepal.
To motivate faculty for M.Phil. Ph.D. Minor and Major Research Project and Post Graduate Projects.	<ul style="list-style-type: none"> • Zoology, Physics and Geography is University recognised research centres. • 16 Ph.D.s awarded till date • 34 researchers pursuing Ph.D. • 3 students submitted Ph.D.thesis. • One teacher submitted Ph.D.thesis. • One faculty from Marathi Department is on FDP for pursuing Ph.D. • 01 MRP completed, 04 On going, 01 sanctioned and 02 submitted • Dr.Gahane obtained patent at National level • 75 research papers published at different levels and categories & 7 papers in e journals. • 07 books published
To encourage faculty for arranging and encouraging students for co-curricular activities	Elocution, essay competitions, group discussions, seminars, poster presentations, debate competitions, rallies, talks were held by departmental associations and extension units from time to time.
To ensure faculty participation in Faculty Development Programmes and other courses	<ul style="list-style-type: none"> • 06 Refresher and 02 Orientation programmes attended by the faculty. • One faculty from Marathi is on FDP for Ph.D.

<p>To ensure the students participation in sports, research, co-curricular and academic activities.</p>	<ul style="list-style-type: none"> • M.A.Part 2 Political Science student Navnath Suryavanshi participated in a workshop entitled Parliamentary Process and Custom. • Students participated in sports tournaments at various levels and bagged prizes and colours. Guided by faculties from other colleges about new rules and skills of various games. 38 students remained university colour holder • Two students from Junior college participated in Divisional Chess Tournament at Nagpur. • One boy and one girl student got selected for camp for State Level Basket Ball tournament. • Three students participated in Divisional Swimming Tournament at Nagpur. • Three boy student and three girl students got selected for camp for State Level Soft Ball Tournament. • NCC girl and boy students participated in different camps at various levels. They also actively participated in all the activities of the college. • 12 Students participated in University level Research Festival Avishkar 2013 at Anand Niketan College Warora and presented projects at North Maharashtra University, Jalgaon on 16th and 18th January 2014. • B.Sc. I student got 3rd prize in a competition organised by Government Science College, Gadchiroli to mark National Science Day. • Cultural Committee encouraged students to participate in the competitions at different levels in and out of the college
<p>To arrange excursions for the students</p>	<ul style="list-style-type: none"> • Department of Home Economics arranged a study tour to Mohta Mill, Hinganghat on 07/02/14.
<p>To organise various awareness programmes for students, inculcate values and infuse sense of patriotism</p>	<ul style="list-style-type: none"> • Programmes like Anti-Drug awareness, Cleanliness Drive, World Literacy Day, World Population Day, International Women Day etc. arranged by extension units. • Birth and Death Anniversaries of

	<p>national leaders and freedom fighters organised.</p> <ul style="list-style-type: none"> • Students' attendance in Independence Day and Republic Day was made mandatory. Parade was taken.
To ensure the preservation of Nature and beautification of Campus	<ul style="list-style-type: none"> • Dr.M.B.Wadekar was appointed as a member by Ministry of Environment, Government of Maharashtra for conservation and beautification of 'KOATTALAV' Bramhapuri. • Compulsory Course entitled 'Environment Studies' started • For the conservation of biodiversity of the campus and maintenance of Garden MoU was signed with 'Vrukshangan Nursery' Bramhapuri.
To initiate students friendly and welfare programmes	<ul style="list-style-type: none"> • Department of Library initiated various student centric schemes like Book Bank, Open Access, books borrowing on minimum security deposit, independent reading room for competitive exams, Internet Facility, Guidance about Employment, Facility of Catalogue, Eklavya Book Facility and Dr.Rangnathan Reader's Club. Independent racks of Books, Magazines on Competitive Exams. Facility of INFLIBNET and e-books and e-journals. • Library also initiated Users Orientation programme for newly admitted students. • To arouse reading habits, Best User Award initiated since 2009-10 • Recognition and felicitation of the meritorious students from time to time on different occasions and especially in Academic Excellence programme. • Competitive Exam Guidance Centre commenced lectures on various competitive exams for socially and economically deprived students under UGC scheme. • MCVC department conducted 'Training Meet' for the students. • Fresher's and Farewell programmes. • Student Guardianship Scheme • Student Welfare Fund Scheme

	<ul style="list-style-type: none"> • Earn & Learn Scheme
To ascertain the placement of students	<ul style="list-style-type: none"> • 18 students got jobs under Earn and Lean Scheme • Four students of Building Maintenance got apprenticeship in Nagar Parishad, Bramhapuri.
To conduct academic audit	Academic Audit was conducted by Academic Audit Committee duly constituted and working within the purview of IQAC
To arrange parent teacher meet	Parent Teacher Meet was conducted and feedback was taken.
To arrange alumni meet	Alumni Meet was arranged and feedback was taken at the end of the session.
To take feedback from students	Feedback was taken at the end of the session.

** 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

AQAR 2013-14 was presented before Management and LMC. After reading out before all, it was unanimously accepted and permitted to submit to NAAC, Bangalore with the suggestions to identify the weak areas and strengthen them.

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	01	02	--	--
PG	12	00	11	00
UG	07	00	04	00
PG Diploma	00	00	00	00
Advanced Diploma	00	00	00	00
Diploma	00	00	00	00
Certificate	03	00	00	03
Others / Remedial Course	01	00	00	00
M.Phil	00	00	00	00
Total	24	02	15	03
Interdisciplinary	00	00	00	00
Innovative	00	00	00	00

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	16(UG) + 44(PG)
Trimester	--
Annual	04(UG) + 00(PG)

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.

- Yes. Newly established full -fledged Gondwana University(bifurcated from RTM Nagpur University) has formed boards of study and nominated the chairman and members in various subjects that framed and introduced new syllabus under semester pattern.
- Department of Physics workshop on Syllabus design held on 21/07/2013.
- Department of Electronics workshop on Syllabus design held on 13/04/2014.

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

Centre for Higher Learning and Research in Physics
Centre for Higher Learning and Research in Geography

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
35	27	7	1	0

2.2 No. of permanent faculty with Ph.D.

16

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
27	10	7	-	01	-	0	0	35	10

2.4 No. of Guest and Visiting faculty and Temporary faculty

20

09

69

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	02	09	00
Presented papers	06	14	00
Resource Persons	04	05	00

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

- More ICT enabled infrastructure facilities for teaching learning to make learning student centric and independent
- Value Education/Internet facility, INFLIBNET etc. in various departments and library in particular.
- Teachers explain the topics by making it functional and relevant.
- Teachers provide notes in terms of hard copy and soft copy stored in pen drives / CDs / PCs.
- Teachers use animated videos, simulators / software and digital matter related to subject / topic by downloading from e sources.

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

191

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

- Surprise Test
- Quiz Competition on Syllabi,
- Online Multiple Choice questions
- Group discussion

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

8

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8

2.10 Average percentage of attendance of students

80

2.11 Course/Programme wise distribution of pass percentage :

Arts Faculty

Title of the Programme	Total no. Of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A. Sem I	230	00	14 (06.08%)	64 (27.82%)	29 (12.60%)	107 (46.52)
B.A. Sem II	201	02 (00.99%)	27 (13.43%)	33	20	82 (40.80%)
B.A. Sem III	124	00	12 (09.67%)	33 (26.61%)	14 (11.29%)	59 (47.58%)
B.A. Sem IV	116	05 (04.31%)	14 (12.06%)	34 (30.35%)	21 (18.10%)	74 (63.79%)
B.A.III	184	00	05 (02.71%)	43 (23.36%)	09 (04.89%)	57 (30.98%)
M.A.(Geo.) Sem I	29	00	19 (65.52%)	03 (10.34%)	00	22 (75.87%)
M.A.(Geo.) Sem II	29	00	24 (82.76%)	04 (13.79%)	00	28 (96.55%)
M.A.(Geo.) Sem III	39	00	34 (87.18%)	03 (7.69%)	00	37 (94.87%)
M.A.(Geo.) Sem IV	38	03 (7.89%)	35 (92.11%)	00	00	38 (100%)
M.A.(Eng.) Sem I	63	00	00	08 (12.69%)	02 (3.17%)	10 (15.87%)
M.A.(Eng.) Sem III	30	00	00	05 (16.66%)	01 (3.33%)	09 (30%)
M.A.(Eng.) Sem II	51	00	02 (3.92%)	05 (9.80%)	02 (3.92%)	09 (17.65%)
M.A.(Eng.) Sem IV	20	00	02 (10%)	03 (15%)	02 (10%)	06 (30%)
M.A.(Eco.) Sem I	33	00	02 (6.06%)	08 (24.24%)	01 (3.03%)	11 (33.33%)
M.A.(Eco.) Sem II	30	01 (3.33%)	02 (6.66%)	10 (33.33%)	01 (3.33%)	14 (46.67%)
M.A.(Eco.) Sem III	18	01 (5.55%)	04 (22.22%)	08 (44.44%)	01 (5.55%)	14 (77.77%)
M.A.(Eco.) Sem IV	16	01 (6.25%)	09 (56.25%)	04 (25%)	00	14 (87.50%)
M.A.(Pol. Sci.) Sem.I	37	00	07 (18.91%)	08 (21.62%)	00	15 (59.45%)
M.A.(Pol. Sci.) Sem.II	31	00	07 (22.58%)	04 (12.90%)	00	21 (67.74%)
M.A.(Pol. Sci.) Sem.III	09	00	03 (33.33%)	01 (11.11%)	00	09 (100%)
M.A.(Pol. Sci.) Sem.IV	09	00	06 (66.66%)	01 (11.11%)	00	09 (100%)
M.A.(His.) Sem.I	56	02 (3.57%)	08 (14.28%)	22 (39.28%)	00	32 (57.14%)
M.A.(His.)	43	00	11	20	00	31

Sem.II			(2.32%)	(46.51%)		(72.09%)
M.A.(His.) Sem.III	08	05 (62.5%)	02 (25%)	01 (12.5%)	00	08 (100%)
M.A.(His.) Sem.IV	08	04 (50%)	02 (25%)	01 (12.5%)	00	08 (100%)
M.A.(Soc.) Sem.I	28	10 (35.71%)	07 (25%)	01 (3.57%)	00	21 (75%)
M.A.(Soc.) Sem.II	26	08 (30.76%)	04 (15.38%)	10 (38.46%)	00	22 (84.62%)
M.A.(Soc.) Sem.III	04	01 (25%)	02 (50%)	00	00	03 (75%)
M.A.(Soc.) Sem.IV	04	00	03 (75%)	00	00	03 (75%)
M.A.(Mar.) Sem.I	59	00	21 (35.59%)	12 (20.33%)	06 (10.16%)	39 (66%)
M.A.(Mar.) Sem.II	50	27(54%)	11 (22%)	06 (12%)	03 (6%)	46 (92%)
M.A.(Mar.) Sem.III	11	00	04 (36.36%)	07 (63.63%)	00	11 (100%)
M.A.(Mar.) Sem.IV	11	00	08 (72.72%)	02 (18.18%)	00	10 (90.91%)

Science Faculty

Title of the Programme	Total no. Of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Sc. Sem I	246	02 (0.81%)	19 (7.72%)	24 (9.75%)	23 (9.34%)	68 (27.64%)
B.Sc. Sem II	219	6 (2.73%)	26 (11.87%)	39 (17.80%)	26 (11.87%)	97 (44.29%)
B.Sc. III Se	112	2 (1.78%)	7 (6.25%)	17 (15.17%)	15 (13.39%)	41 (36.60%)
B.Sc. IVthSem	109	03 (2.75%)	20 (18.34%)	15 (13.76%)	08 (7.33%)	46 (42.20%)
B.Sc.III	89	00	07 (7.86%)	30 (33.70%)	01 (1.12%)	38 (42.70%)
M.Sc.(Phy.) Sem.I	14	00	01 (7.14%)	00	00	01 (7.14%)
M.Sc.(Phy.) Sem.II	13	00	03 (23.07%)	00	00	03 (23.08%)
M.Sc.(Bot.) Sem.I	11	03 (27.27%)	02 (18.18%)	00	00	05 (45.50%)
M.Sc.(Bot.) Sem.II	10	00	05 (50%)	00	00	05 (50%)
M.Sc.(Che.) Sem.I	12	00	00	01 (8.33%)	00	01 (8.33%)
M.Sc.(Che.) Sem.II	09	00	00	01 (11.11%)	00	01 (11.11%)
M.Sc.(Zoo.) Sem I	14	00	00	00	00	00 (0%)
M.Sc.(Zoo.)	16	01	01	03	00	05

Sem II		(6.25%)	(6.25%)	(18.75%)		(31%)
M.Sc.(Zoo.) Sem III	20	04 (20%)	03 (15%)	03 (15%)	00	10 (50%)
M.Sc.(Zoo.) Sem IV	20	02 (10%)	10 (50%)	03 (15%)	00	15 (75%)

Commerce Faculty

Title of the Programme	Total no. Of students appeared	Division				
		Distinction%	I%	II %	III%	Pass %
B.Com I (Sem I)	155	0	4 (02.58%)	31 (20%)	23 (14.83%)	58 (37.42%)
B.Com I (Sem II)	140	0	4 (02.85%)	43 (30.71%)	8 (05.71%)	55 (39.29%)
Bcom II (Sem III)	76	0	2 (02.63%)	33 (43.42%)	05 (06.57%)	40 (52.63 %)
(Sem IV)	75	0	4 (05.33%)	29 (38.66%)	4 (05.33%)	37 (49.33 %)
B.Com III	31	00	00	10 (32.25%)	01 (03.22%)	11 (35.48%)
Mcom I (Sem I)	43	0	11 (25.58%)	10 (23.25%)	0	21 (48.84%)
Mcom I Sem II	33	0	20 (60.60%)	6 (18.18%)	0	26 (78.79%)
Mcom II (Sem III)	25	0	10 (40%)	10 (40%)	0	20 (80%)
Mcom II Sem IV	25	3 (12%)	14 (56%)	4 (16%)	3 (12%)	21 (84%)

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

- Through Bench Marking
- Regular visit of the departments by the Principal and IQAC members to monitor the functioning of the departments.
- Student feedback is done and corrective action taken.
- Conduction of unit test, Terminal examination & Test examination and remedial classes.
- By interacting with the students and faculty members on various academic matters.
- By conducting academic audit of various departments and committees through departmental visit and through their power point presentation before IQAC.
- By proposing various methods to make the teaching more students centric.
- To undertake language enhancement classes.
- Surprise visits to the classes to see the regularity of classes. Regular hidden feedback of each teacher and students.

- Holding the meeting with HODs at the beginning of session and planning the teaching-learning method and evaluation processes and discussing academic calendar so that academic schedule should be tuned with academic calendar.
- Emphasizing on ICT based teaching Learning strategies and tools like PPT, Interactive Board, Educational Website and animated Educational Video.
- Arranging the program and making availability of computer experts for those teachers and students who are not fully aware of computer and internet

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	06
UGC – Faculty Improvement Programme	--
HRD programmes	00
Orientation programmes	02
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	00
Others	00

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	10	02	--	--
Technical Staff	19	01	01	01

Criterion – III

3. Research, Consultancy and Extension

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

- Continuous follow up of Research Committee for monitoring, promoting and encouraging the faculty for research in the concerning subject.
- To make preparation of publishing College Research Journal for teachers and students.
- Research Projects to M. Sc. II students.
- Steps had been taken to seek recognition by university for more subject as a place of higher learning and research.
- Suggestions to Research Committee for regular information about upcoming seminars, conferences etc.
- Facilitated minor / major project proposals for research, M.Phil. and Ph.D.
- Facilitated research work, paper presentations and publications in scholarly peer reviewed, refereed and SCOPUS Journals.
- Recommendations were made to provide more facilities along with financial assistance to the researchers.
- To create convenient and easy transaction policy for using funds for research projects.
- To ascertain the full utilization of the funds received for research projects.
- To promote the Ph.D. holders to apply for the Ph.D. Supervisors.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	04	01	02
Outlay in Rs. Lakhs	125000	575000	105000	195000

3.4 Details on research publications

	International	National	Others
Peer Review Journals	16	08	0
Non-Peer Review Journals	02	08	--
e-Journals	07	--	--
Conference proceedings	05	39	0

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	02 years	UGC	105000	449245
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	--	--	--	449245

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	00	00	00	00	00
	Sponsoring agencies	NA	NA	NA	NA	NA

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 :

From Funding agency From Management of College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	--
	Granted	01
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
04	02	02	--	--	--	--

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

12
34

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level	0	State level	18
National level	5	International level	0

3.23 No. of Awards won in NSS:

University level	0	State level	0
National level	0	International level	0

3.24 No. of Awards won in NCC:

University level	0	State level	0
National level	02	International level	0

3.25 No. of Extension activities organized

University forum	11	College forum	21
NCC	09	NSS	10
		Any other	20

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

- Amrut Mahotsav on the successful completion of 75 years of age and services by President of N.H.Education Society in education and social fields.
- Address by Principal for voter awareness movement to facilitate percentage of voting for parliament election 2014.
- Rally on 'Janiv Jagran Abhiyan'.
- Short Term Course on 'Internet, Multimedia and Computer Application.
- Lecture on 'Equal Opportunities' held
- Presentations of research papers in international conferences at Turkey, Germany, England and Nepal.
- Selection of three NCC girl students for TSC camp, Trekking camp in New Delhi and Ooty.
- Women Development committee held programmes for women rights and safety, premarital dialogue, literacy drive, legal awareness camp etc.
- Population Education department and Women Study & Service Centre held programmes like World Population Day, World Literacy Day, Rally on Female Male Equality, Literacy Survey at Bondegaon, etc.
- NSS held poster, essay and elocution competitions on 'National Integrity and Social Equality' to mark 'Communal Harmony Day'. It also held World Aids Day arranging awareness programmes like rally and street show. Speeches were organised to mark Human Rights Day.

- NSS camp was held at Kharkada on ‘Role of Youth in Rural Development’ carrying out various works and programmes like cleanliness drive, road repair, blood donation etc. 19 bottles of blood was donated (two from NCC cadets) and around 100 villagers NCC and NSS volunteers got their blood tested.
- NCC unit held tree plantation programme wherein around 100 saplings were planted.
- It also organised Blood Donation Camp where in 10 NCC students donated blood and 70 got their blood tested.
- Major Vinod Narad, NCC officer was conferred with Maharashtra Gunijan, Ratngaurav Award by Human Resource Development Academy Mumbai. He received the award in Bangkok.
- Facility of well equipped and advanced health centre not only for students but for the Bramhapuri citizens also.
- Cash prizes by institution and teachers to meritorious students to felicitate and motivate them.
- Placement of four students in Bramhapuri Nagar Parishad by MCVC department.
- Financial Assistance to 18 students by doing the part time placement under Earn and Learn Scheme.
- Fund raising on ‘Communal Harmony Day

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	169968 Sq.mt.	--	--	169968 Sq.mt.
Class rooms	24	--	--	24
Laboratories	31	--	--	31
Seminar Halls	02	02	Self financed and Education Society	04
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	--	1,35,000/- (laminar Air Flow)	UGC	1,35,000/-
Value of the equipment purchased during the year (Rs. in Lakhs)	--	--	State Govt. & UGC	1300880/-
Others (rooms for departments, Extension cells and offices, etc)	08	06	Self financed and Education Society	14

4.2 Computerization of administration and library

- All books are bar coded and transactions are fully computerized in the library. The issues and returns of books are electronically recorded.
- Online Public Access Catalogue (OPAC) facility is available
- Admission process, Fee Collection, Production of receipts, examination seating arrangements, Attendance tabulation are done through software.
- LAN facility among departments, Principal's office, administration office and IQAC
- Downloading Internal Assessment Sheets from University website and uploading of the same are carried out using computers of the college office.
- Staff salary and employee related financial matters are fully computerized.
- Office and Library is fully automated.
- Digital Daily Diary is done by some Teachers.
- Students informed about various activities through SMS .
- Departmental records such as Notices ,Syllabus, Time Table, Results and other related information are recorded in soft copies.
- Audio Visual aids (LCD and DVD Player) is available for Library users.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	34064	2490074	928	176191	34992	2666265
Reference Books	2589	619789	208	71544	2797	691333
e-Books And e-Journals	51000	2500	46000	2500	97000	5000
	2500		3500		6000	
Journals/Periodical	78	69161	-	24281	74	93442
Digital Database	-	-	-	-	-	-
CD & Video	200	17796	-	-	200	17796
Others (Books)	19401	546962	200	29837	19601	576799

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	120	34	10	--	11	10	51	14(English Lab)
Added	-	-	-	-	-	-	-	-
Total	120 (including laptops)	34	10	--	11	10	51	14(English Lab)

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

One short term course on 'Internet, Multimedia and Computer Application' held this year.

In addition to it, the following facilities are available :

- Software is used for office management including accounting, admission data, Identity Card, Library Card, Fee Collection, Scholarship, Transfer Certificate, Bona fide / Character / Attempt Certificate, etc.
- Main office is well equipped with computers, internet, printers, photocopiers and fax.
- The library is equipped with 14 computers to enhance facility available with library for faculty and students.
- Internet facility with 14 computers in library for students.
- A library software Libman is installed.
- The college provides the e-library facility, INFLIBNET, e-Shodh Sindhu, e-Shodh Ganga e-resources and N-LIST to access e-resources and e-journals.
- The Seminar Room and Conference Hall is well equipped with multimedia and are used frequently for conducting seminars and talks by experts.
- All departments are provided computers. Laptops given to some Departments. Computer and Internet facility made available for Staff room.
- Computer and Internet facility is made available for Research and Post Graduation Students in Physics, Zoology, Geography and English Departments.
- Internet Facility for students is provided through UGC Network Resource Centre
- Biometric system (01 Unit) Installed for Teaching, Non-teaching and Other staff.
- 04 CCTV Cameras installed in college premises.
- For Security purpose , Security room was built at entrance gate .
- Security guards are appointed for three shifts.

4.6 Amount spent on maintenance in lakhs :

i) ICT

116780/-

ii) Campus Infrastructure and facilities

478949/-

iii) Equipments

144923/-

iv) Others

1859/-

Total :

742511/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Student Welfare fund scheme
- Earn and Learn Scheme
- Teacher Guardian Scheme
- Book Bank Facility
- Women Development Cell
- Recognition & felicitation of meritorious students
- Students Grievance Cell functions effectively by redressing student's grievances.
- Scholarship is provided to deserving backward students and economically backward students.
- Information is circulated through Notice Board, through SMS services, through letter correspondence, through circulars.
- All the activities in-charge are asked to organize respective academic activities in a frequent manner
- Special sessions are arranged to make the students aware of the various techniques involved in getting jobs. Mock tests, discussions and interviews are organized.
- Through extension activities, students are made familiar with Community
- Regular employment counseling and placement.
- Academic Excellence Award to meritorious and topper students that includes Rs.500/- cash prize each and a certificate.
- Issue of Identity Cards to students
- The conduct of Parent-Teacher meeting
- Monitoring regular attendance and absenteeism
- Helping students to avail Railways and Bus transport concessions
- Legal Awareness programmes by Extension unit
- Remedial Classes and Bridge Courses arranged
- Unit Test and Model Examinations are regularly conducted.
- The progress of the student is discussed with the parents, based on their performance in the Semester examinations.
- Annual College Day and Sports Week Programmes.
- Publication of College Magazine that includes students' literature.

5.2 Efforts made by the institution for tracking the progression

- Through extension activities, students are made familiar with how they can come close to community
- Internal tests are conducted regularly to monitor and measure students' academic performance.
- Parent -Teacher meeting is conducted to keep the parents informed about their ward's performance.
- Through Career and Guidance Cell, students are told about various career and job opportunities,
- Emphasis is laid on personality development of the students.
- Feedback mechanism from student.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
503 (boys) + 509 (girls)	35 boys + 31 girls	34	--

(b) No. of students outside the state

--

(c) No. of international students

--

Men

No	%
538	50

Women

No	%
540	50

Last Year (2012-13)(UG & PG granted)							This Year						
General	SC	ST	OBC	Physically Challenged	VJNT /SBC	Total	General	SC	ST	OBC	Physically Challenged	VJNT/ SBC	Total
34	134	75	562	--	92	897	46	170	99	650	01	112	1078

Demand ratio 83.00%

Dropout = 4.01%

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

- 1) Guest Lecture on “Opportunities in MPSC” held on 29/08/2013.
- 2) Guest Lecture on “**Banking & STI Examination**” on 04/02/2014.

No. of students beneficiaries

400 each

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

Counselling about a survey organised by All India Radio, Puducherry on the programmes of All India Radio of Bramhapuri 100 watts Relay Centre to be done by the college PG students.

No. of students benefitted

25

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
--	--	--	05

5.8 Details of gender sensitization programmes

- Women Development Centre held a workshop for women safety and rights under ‘Jagar Janiwacha Programme’ on 27/10/13.
- It also held a programme for final year girls entitled ‘Premarital Communication’ on 15/02/14.
- To sensitize girls with women related laws, lectures were arranged on 13/03/14.
- Under Jagar Janivacha Programme, A rally advocating Gender Equality and Save Girl was taken throughout the Bramhapuri on 21/12/13.
- A Programme on ‘Equal Opportunity’ was organised.

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

Other Events :

In **NSS** : At State/ University level -04 National level -02

In **Sports** : At University Level

Intercollegiate Tournament College team in different Games secured 1 st /2 nd /3 rd Rank	12
intercollegiate Tournament Organized	02
Gondwana University level selection trial Organized	02
Gondwana University level camp Organized	02

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

Other Events

In NCC :	At Group level	21 medals/awards,
	State level	11 medals/awards,
	National level	01 medal/award.

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	Nil	Nil
Financial support from government	2222	1,04,19,950
Financial support from other sources (Business study) MCV department	128	1970/-
Student Aid Fund	25	25000
Earn and Learn (outside)	20	88000
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

However at college and local level students organised 5 sports events.

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed :

- Hostel facilities made neat and clean regularly (Cleaners are appointed on daily wages)
- Separate reading room arranged for PG students
- Canteen facility improved

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision : Step in for Knowledge, Reach out for Service to Mankind

Mission :

- To organize various curricular and co-curricular activities to enable learners to assume positive and fulfilling roles in nation- building.
- To enrich and empower all the beneficiaries through participative, positive and fertile teaching –learning ambience.
- To maintain academic and financial transparency for quality enhancement and sustenance.
- To infuse in students a sense of attachment with environment.
- To promote professionalism, competency, and soft skills among teachers and students.
- To emphasize research and value based activities.

6.2 Does the Institution has a management Information System

Yes. College has management information system that plans and carries out administrative process including Finances, Salary structure for employees, I-card generation, Income tax report, Arrears details, Loan details, Student Admission, Student registration, Fee details, Students details, Admission Slip generation, Students List, Library Management System

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

6.3.1 Curriculum Development

As Gondwana University came into force from 2012-13, College is affiliated to it for first & second year programmes and to RTM Nagpur University for third year programmes. College follows the syllabus and curriculum designed by the universities. Hence, there is a little scope in Curriculum development as the college has to follow the curriculum developed by university. However some teachers are active members of Board of studies and involved in curriculum development in both universities.

6.3.2 Teaching and Learning

- Use of ICT facilities for teaching and Learning to a considerable extent, apart from usual chalk and black board.
- Continuous up-gradation and development of the infrastructure, library, enrichment of laboratory to meet the growing academic requirements.
- Various measures like tutorial classes, remedial courses, counseling, Language Lab classes are taken both advanced and slow learners for the sustenance of academic excellence.
- A feedback mechanism is in place and suggestions of the stakeholders (parents and students in particular) are given prominence.
- Imparting knowledge through experiment, workshops and seminars, Guest Lectures, Case studies, excursions.
- Academic planning for every subject well before the commencement of each semester.
- Study materials are shared with students.
- Academic Excellent Award is held to felicitate the merit students from junior and senior colleges with cash prizes.
- Best Library User award has been organized to promote reading habit.
- Teaching and Non-teaching faculty is recognized for their achievement in College Council meeting.

6.3.3 Examination and Evaluation

- Unit Test, class seminars and oral tests are conducted by the respective faculty members and final examination is conducted by the University.
- Students absent from examinations are enquired about and monitored.
- Result Committee monitors the performance of students with low score in examination.
- Semester Pattern is practised for first year programmes whereas Second and final year programs are annual one at UG and PG level.
- Test and Exam Performance is evaluated through discussions with students and concerned teachers.
- Results are also recorded in teachers daily diary so that need based teaching methodology can be adopted.
- Teachers analyse the strengths and weaknesses of the students by the performances in the test and final exams.
- Performance is discussed in Staff meetings, College Council Meeting and Local Managing Committee's meeting.
- Feedback from students for the evaluation of teachers is also taken.
- Internal Assessment focus not just on syllabus related parameters but the behavioural aspects of the students also. To promote discipline there are marks for student behavior in Internal Assessment exam.

6.3.4 Research and Development

- One regular teacher and two students conferred with Ph.D.
- Five teachers presented research papers in international conferences at Turkey, England, Germany and Nepal.
- 34 researchers pursuing Ph.D. doing research under 12 faculty supervisors.
- 3 students submitted Ph.D.thesis.
- One teacher submitted Ph.D.thesis.
- 01 MRP completed, 04 On going, 01 sanctioned and 02 submitted
- 16 Ph.D.s already awarded.
- 01 Patent obtained at National level.
- 19 papers were published in citation indexed journals.
- 07 books published
- 16 Research papers at International Level and 08 at national level in Peer Review Journals
- 02 Research papers at International and 08 at National level in Non-Peer Review Journals.
- 07 Research papers in e-journals.
- 05 Research papers at International and 36 at National level in Conference Proceedings.
- One faculty from Marathi Department is on FDP for pursuing Ph.D.
- Research projects of PG students submitted.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Staff and students have access to INFLIBNET (e- journal) and other sites as Internet facility is provided.
- Collection of reference and text books of various subjects, periodicals, magazines, digital resources, and audio visual collections.
- Most of the Departments have their own library to cater to immediate requirements.
- Well catalogued and automated Library with more than 70000 books.
- The Departments are also equipped with computers, printers, internet connectivity, LCD projector, Wi-Fi and so on.
- The other facilities provided are TV, digital camera, Xerox Machine, Scanner etc.
- Continuous up gradation of both physical and learning infrastructure to meet the growing academic needs.
- Research Centre in Zoology department is established.
- Management Information System partially exists in the College library with with CMS software.

6.3.6 Human Resource Management

The college has a self-appraisal system to evaluate the performance of the faculty. Feedbacks were collected from the students at the end of session. Corrective measures are taken based on the assessment. The vacant faculty posts were filled. Newly appointed faculty are sent for orientation and refresher courses. Apart from the office staff in the aided stream, many administrative staff and personnel were appointed by the management for the smooth functioning of the college.

6.3.7 Faculty and Staff recruitment

Faculty and other staff are recruited on the merit basis adhering to UGC and Government of Maharashtra norms.

6.3.8 Industry Interaction / Collaboration

03

6.3.9 Admission of Students

- Admissions of students are on merit basis and within the purview of UGC, University and Government bodies.
- Transparency is strictly followed.
- All minute details about admission are published in newspapers, displayed on notice boards and website.
- Prospectus along with admission form is provided.
- All reservation policies are followed.
- Help desk for the students is set up to satisfy the queries of the students.
- Regular counselling is done by the teaching staff during admission.

6.4 Welfare schemes for

Teaching	04
Non-teaching	04
Students	03

6.5 Total corpus fund generated

56760/-

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Gondwana University, Gadchiroli and RTM Nagpur University, Nagpur	Yes	Academic Audit Committee
Administrative	Yes	Gondwana University, Gadchiroli and RTM Nagpur University, Nagpur. & UGC, Delhi.	Yes	N.H. Education Society.

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?

NA

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

- Regular meeting with Alumni held
- Financial support to needy students extended.
- Alumni express their realistic views about college functioning and extent timely suggestions used as corrective measures.

6.12 Activities and support from the Parent – Teacher Association

- The meeting of the Parent –Teacher Association held.
- A feedback is also collected from the parents/guardians in the form of a structured questionnaire.
- The parents get to know their ward's performance and their active participation in various activities.
- Parent-Teacher Association through its annual meet provides an opportunity to the parents and guardians to come close to the teachers of their wards and better understand their progress.

6.13 Development programmes for support staff

- The faculties are sent for workshops and conferences organized by the UGC or other Institutions.
- They are encouraged to do minor and major research projects
- Also encouraged to participate in orientation and refresher courses.
- Helped to avail FDP for the completion of Ph.D.
- Employee Cooperative Society is major facility to extend financial support of around 700000/-
- Facility of emergency loan of 20000/- is available
- Group Insurance Policy & GPF is availed by employees.
- Trainings are given to support staff by the experts for skill development.

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

- Greenery is maintained in the campus. The College makes all attempts to maintain a green campus by planting trees, landscaping, maintenance of floral gardens and so forth and keep the place as free of plastic as possible.
- Waste/dust bins are provided extensively to prevent littering.
- Cleanliness drive is organized by NSS and NCC on Gandhi Jayanthi.
- The Department of Botany has set up a botanical garden in the campus.
- Efforts are taken to maintain newly planted trees.
- Trees are properly and regularly watered and guarded.
- Tree plantation is done every year.

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.

- E-communication: - E- communication initiated by office section to minimize the use of paper by SMS. Master software (CMS) has been installed in administrative office computers which are connected through LAN. This software is very useful in keeping official record of students and staff. It helps in fast generation of official documents like subject wise list of students, records of scholarship, transfer certificates etc. Staff members are encouraged to prepare e-notes. College library provides access to e books to reduce the use of hardcopies instead.
- As a part of promoting value education, chanting of Rashtravandana is made mandatory everyday for all.

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

- Detailed information given in 2.15 of PART A of this AQAR.

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

- Academic Excellence Award for meritorious students.
- Students Guardianship Scheme for Socio-economically weaker students.
- Earn and Learn Scheme helps needy students to continue their study while earning to support the study.

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

7.4 Contribution to environmental awareness / protection

- A compulsory course on “Environment Studies” for second year students from Science, Arts and Commerce faculty is on.
- Garden Committee of the college in collaboration with “Vrukshangan Nursery” looks after the maintenance and sustenance of the beauty and life of the plantation in the campus. In addition to this it works in areas like ornamental garden, medicinal plants, tree plantation, barren land development, manure preparation and so on.
- Co-ordinator of the Nature Club of the college is appointed as a member by Ministry of Environment, Govt. Of Maharashtra for conservation and beautification of Kot talav (lake), Bramhapuri.
- Eco Club, NSS and NCC unit undertake the tree plantation programme on the occasions like Gandhi Jayanti and Maharashtra Day.
- Turbo ventilation in administrative office to save electricity by preventing unnecessary use of fan.
- New building is equipped with CFL bulbs that minimize the consumption of electricity.
- NSS has organised cleanliness week from 9th August to 15th August 2013 in college campus under this programme college campus including classrooms have been cleaned.
- On 1st September 2013 Tree Plantation programme has been organised by NSS Shri. Kisanlalji Bhaiya were chairperson and Adv. Bhaskarraoji Urade, Dr. S. R. Bajaj Dr. P. S. Hemne, Principal and Dr. D. H. Gahane, Vice-principal planted the plantlets in college campus.
- For the regular maintenance and cleanliness of toilets and latrines a formal contract is given

7.5 Whether environmental audit was conducted?

Yes

No

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

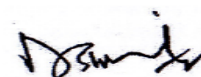
Strengths :	1) Well-equipped and furnished Infrastructure, supportive management, Nice facilities of sports, NCC and NSS. 2) Excellent Teaching Learning and Research facilities. 3) Highly qualified teaching faculty 4) Blended Teaching and Learning 5) 35% of the teaching faculty are Ph.D.guides under whom 36 research students doing Ph.D. Remaining Faculty has registered for Ph.D. except one or two. 8) One Patent 9) Maintained greenery in and around the campus
Weaknesses :	1) Less number of Research Centres 2) Lack of eminent faculty for PG 3) Insufficiency of Collaborations and linkages. 4) Unsatisfactory Job placement. 5) Lack of ICT aided teaching
Opportunities :	1) Opportunity for Placement to the students. 2) Scope for PG courses and competitive exams. 3) Scope for cultural and sports activities.
Challenges :	1) Employment Generation 2) Consultancy Services 3) International Collaborations

8.Plans of institution for next year

- To hold workshops on newly adopted semester pattern and syllabus thereof.
- To initiate best practices
- To prepare proposal for starting college Research Journal.
- Focus on ‘Student Centric’ activities to enhance their skills.
- Wi-Fi facility for the needy students.
- To organise gender sensitization and extension programmes.
- To ensure students’ & faculty’s participation in co-curricular and research activities.
- To motivate faculty for training, research projects etc. through faculty development programme at national and international level.
- To ascertain nature conservation and preservation.
- To ensure maximum use of ICT in teaching and administration.
- To prepare proposal to be sent to Gondwana University for Recognition of P.G.departments as Research Centre.
- To complete the remaining work of flooring the open space around campus with tiles (gattu).
- To start the construction of third floor of P.G. Building.
- To install 14 more CCTV cameras.
- To install Biometric machine II
- Establish and augment chemistry and Botany Lab.



Dr.M.A.Sheikh
Coordinator, IQAC



Dr.N.S.Kokode
Chairperson, IQAC

Academic & Activity Calendar: 2013-14

Day & Date	Nature of activities
June	
Tuesday 11 th	Academic Year Begins
3 rd Week	Departmental meetings, Distribution of Workload, Discussion on syllabus
4 th Week	Class wise and at college level Orientation of New students done (Fresher's Day)
July	
1 st Week	Users Orientation Programme organised by Library
11 th	Population Education Cell and Women Study Centre observed 'World Population Day'. Lectures of the dignitaries held.
	NSS unit displayed the posters showing the ill effects of Population to mark 'World Population Day'.
21 st	One Day Workshop on 'Scope of Syllabus B.Sc.Semester III and IV in Physics' organised by Dept.of Physics in collaboration Board of Study, Gondwana University Gadchiroli.
August	
Monday 5 th	Last Day of Admission
9 th to 15 th	One Week Cleanliness Drive was organised by NSS unit.
Friday 9 th	Ramzan Id(Id ul Fitar)
Thursday 15 th	Independence Day observed. NCC cadets did March Pass. Refreshments arranged.
20 th	Communal Harmony Day observed. Oath taking ceremony of the students taken by the Principal. Poster Competition, Essay Competition and Debate competition on "National Integrity and Social Equality" held by NSS unit.
September	
1 st	Tree Plantation was organised by NSS unit. 200 saplings were planted. NSS volunteers were guided by guests on the importance of Nature.
Wednesday 4 th	Last date of admission with prior permission of vice chancellor
Last Week	Socio-economic Survey arranged by Department of Geography
Last Week	Study tour arranged by Department of Geography
Thursday 5 th	Department of Home Economics held Inaugural programme and talk on 'Role of Micro Organisms : Advantages and Disadvantages in Human Life' to mark Teachers Day.
8 th	Population Education Cell and Women Study Centre held 'World Literacy Day'. Students gave feedback.
Monday 9 th	Ganesh Chaturthi
Tuesday 10 st	Last date of submission of enrolment forms to the University
10 th	One NSS girl and that of one boy volunteer participated in R.D.parade.
Tuesday 20 th	Last date of submission of enrolment forms for the admissions with prior Permission of VC
Friday 20 th	Also last date of receipt of exam forms (Odd semester)
24 th	National Service Scheme Day observed. Dr.Devidas Jagnade,

	Principal, Model College, Gondwana University Gadchiroli guided the NSS volunteers.
October	
Wednesday 2 nd	Mahatma Gandhi jayanti (Cleanliness Drive was taken in and around Campus.) by staff and extension units.
Wednesday 16 th	Bakri Id (Ide-ul-Zua)
27 th	Women Development Committee held Jagar Janivacha programme (An orientation programme was held for Women empowerment)
1st November to 30th November	University declared Diwali vacations
November	
Sunday 10 th	Commencement of winter examination (odd semester)
Thursday 14 th	Mohrum
December	
1 st	World AIDS Day observed by NSS unit. Rally and street shows organised.
Monday 2 nd	Start of even semester
10 th	Human Rights Day observed by NSS unit. Elocution competition and talks held.
21 st	Under Jagar Janivacha Drive, Rally was taken out in the Bramhapuri to sensitize citizen regarding gender equality and saving girls.
Wednesday 25 th	Christmas
30 th and 31 st	Avishkar Committee sent UG students to participate in Research festival held at Anand Niketan Warora
January	
2 nd to 8 th	One Week NSS camp held at Kharkada. Road Repair works, Blood testing and blood donation camp held in collaboration with Christianant Hospital and talks held.
Third Week	Geography Day observed. Students Felicitated. Guest Lecture arranged.
Tuesday 14 th	Id-E-Milad
1 st Week	Population Education Club held Essay Competition on Population Explosion and Water – Need of the Hour.
18 th	Academic Excellence Award Ceremony held. (Teachers contribute Rs.500/- each)
19 th and 20 th	Annual College Day Function. Singing, debate, extempore, Quiz ,Salad beautification, Rangoli, Flower Decoration, Variety Entertainment and sports competitions and contests held.
Saturday 25 th	<i>Population Education and Women Development Committee</i> held Literacy Programme and Survey in Bondegaon
Sunday 26 th	Republic Day Observed : Flag hoisting ceremony, NCC cadets March Pass Done and Students, NSS volunteers and NCC cadets were given prizes for various competitions and achievements. Refreshments arranged.
Thursday 31 st	Receipt of exam. Forms for (even semester)
	Last Date for receipt of exam form (Regular Student) --Within 15 days from the date of declaration of result of previous semester

Thursday 2 nd	Last Date for receipt of exam form (old Ex. & External Student)
February	
7 th	Study tour to Mohta Mill, Hinganghat arranged by Dept. of Home Economics.
11 th	Projects made by UG students under Population Education Cell were evaluated in the University.
Saturday 15 th	Women Development Committee held a talks on 'Pre marital Dialogue' for girl students of the college
Wednesday 19 th	Chhatrapatii Shivaji Maharajj Jayanti
Thursday 27 th	Mahashivratri
March	
13 th	Women Development Committee held Legal Awareness Camp for Girls (Adv. Kavita Moharkar and Adv.Kirti Mahajan guided the girl students.
Monday 17 th	Holi
Monday 31 st	Gudi Padawa
April	
Friday 18 th	Good Friday
Tuesday 8 th	Commencement of Summer Examinations (Even Semester)
Tuesday 8 th	Ram navmi
Monday 14 th	Dr. Babasaheb Ambedkar jayanti
02/05/2014- 14/06/2014	University declared Summer vacation

Feedback Mechanism

The College takes students, parents and alumni feedback about the teachers, college facilities and curriculum formally and informally. Random sample of 15 students from each class is taken for the evaluation. Particularly Students' identity is not revealed, as the name of the student in the feedback form is not mentioned. After collecting information it was minutely analyzed and report is submitted to the Principal. In addition to this formal mechanism of feedback, Principal and Vice Principal informally meet the students and taken their response about the teaching faculty, library facilities, facilities of various administrative units, co-curricular, extracurricular, cultural and sports facilities. After having various responses of the stakeholders, Principal do the needful in this regard by sending a summary to the teachers performing not up to the expectation of the teachers and corrective and remedial measures are taken care of by the teacher and heads of the department regarding the grievances of the students.

Around 80% students register their feedback about the teaching, management, administration and various facilities available in the college and thus students are given freedom of expressing their impression about the college as a whole. In the wake of the feedback, the improvement is visible in various events and activities of the college.

N. H. College, Bramhapuri, Dist.- Chandrapur

FEEDBACK FROM ALUMNI

Name : _____

Address: _____

Telephone No. _____ Mobile No. _____

Your opinion about institution on following points :-

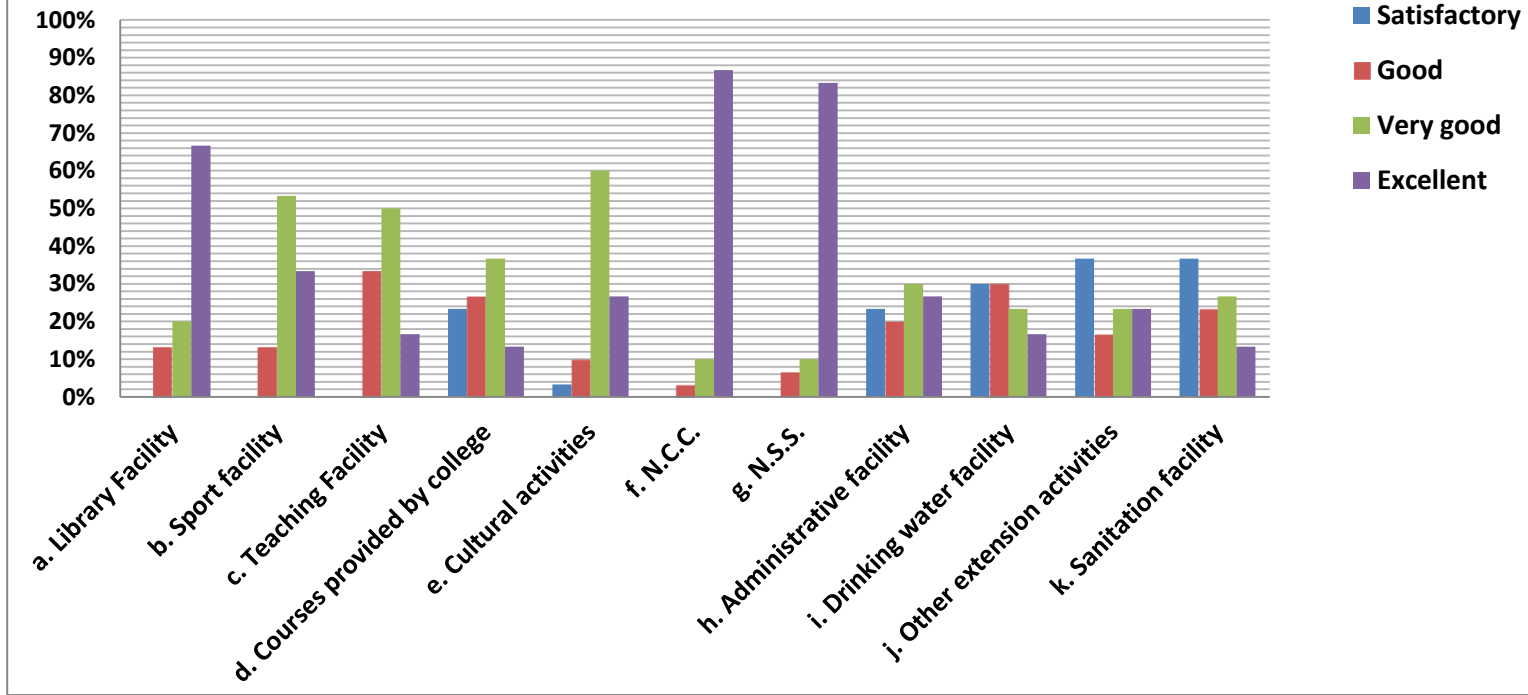
- a) Library facility : Satisfactory/Good/Very Good/Excellent
- b) Sports facility : Satisfactory/Good/Very Good/Excellent
- c) Teaching facility : Satisfactory/Good/Very Good/Excellent
- d) Courses provided by College : Satisfactory/Good/Very Good/Excellent
- e) Cultural activities : Satisfactory/Good/Very Good/Excellent
- f) N.C.C. : Satisfactory/Good/Very Good/Excellent
- g) N.S.S. : Satisfactory/Good/Very Good/Excellent
- h) Administrative facilities : Satisfactory/Good/Very Good/Excellent
- i) Drinking water facility : Satisfactory/Good/Very Good/Excellent
- j) Other extension activities : Satisfactory/Good/Very Good/Excellent
- k) Sanitation facility : Satisfactory/Good/Very Good/Excellent
- l) Suggestions for improvement of above points

Signature

N. H. College Bramhapuri
Alumni feedback Analysis (Total - 30 Alumni)
2013-2014

Que. Sr. No.	Satisfactory	Good	Very good	Excellent
a	-	13.33%	20%	66.67%
b	-	13.33%	53.33%	33.33%
c	-	33.33%	50%	16.67%
d	23.33%	26.67%	36.67%	13.33%
e	3.33%	10%	60%	26.67%
f	-	3.33%	10%	86.67%
g	-	6.67%	10%	83.33%
h	23.33%	20%	30%	26.67%
i	30%	30%	23.33%	16.67%
j	36.67%	16.67%	23.33%	23.33%
k	36.67%	23.33%	26.67%	13.33%

Alumni Feedback Graphical Analysis (2013-14)



N. H. College, Bramhapuri
Feedback from Parents

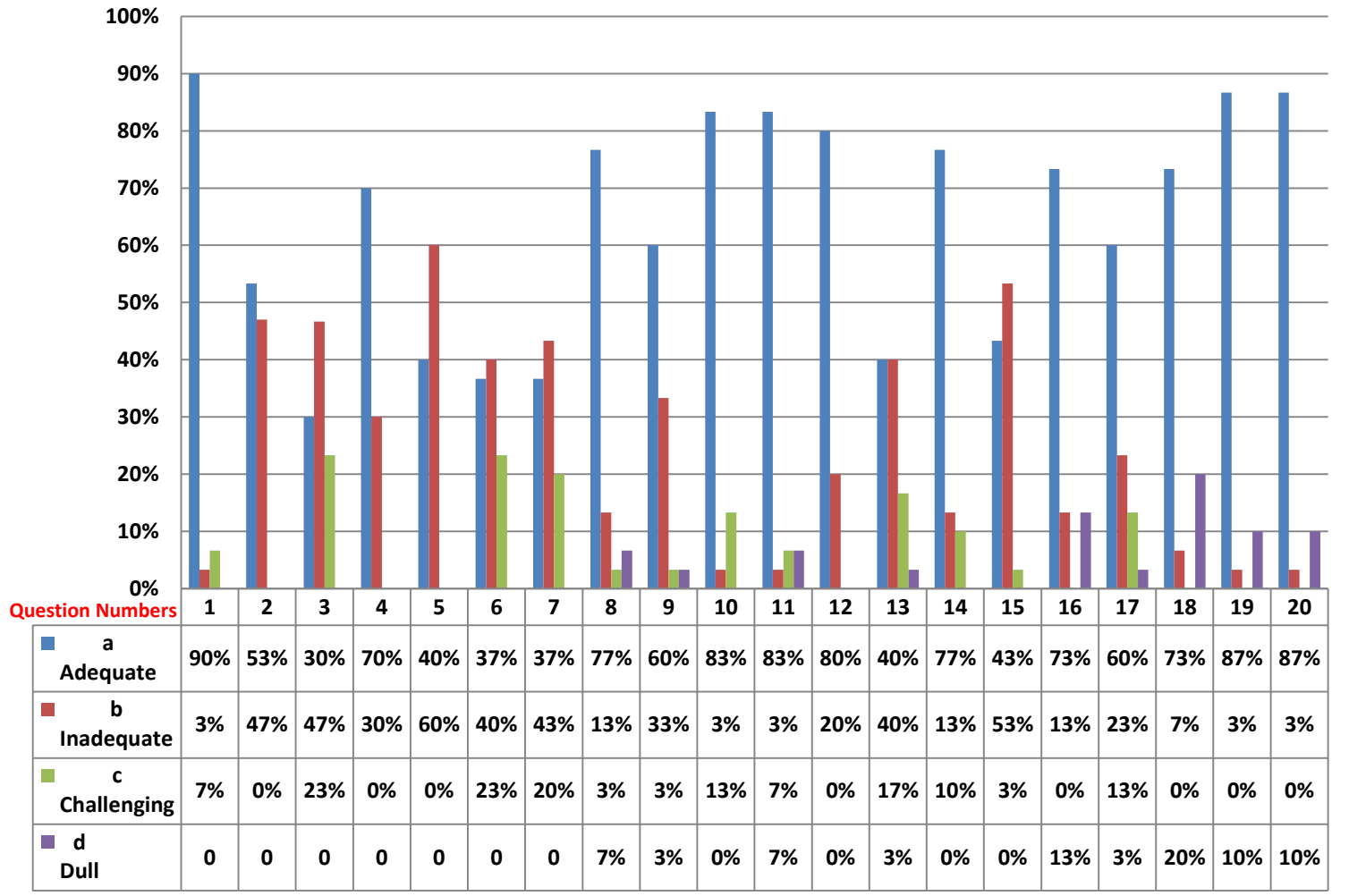
Questionnaire

1. The syllabus of each course is sufficient in preparing your wards self-sufficient to build the nation as a whole:
a) Adequate
b) Inadequate
c) Challenging
d) Dull
2. The vision and mission of the Institution justifies the needs of society:
a) Adequate
b) more than adequate
c) Inadequate
d) can not say
3. Are academic programmes in line with the Institution's goals and objectives?
a) To some extent
b) well organized
c) Excellent
d) not at all
4. Is the curriculum easy to understand?
a) Easy
b) manageable
c) Inadequate
d) not at all
5. What is your opinion about the library material & facilities for the courses?
a) More than adequate
b) Manageable
c) Inadequate
d) very difficult.
6. Does your ward participate in college activities like college-Day, Games & Sports etc.?
a) Some times
b) always
c) as per his desire
d) don't know
7. Will you like the dress-code for students in the college hours?
a) Excellent
b) liberty be given
c) Must
d) can not say.
8. The teachers approach can best be described as :
a) Always courteous
b) sometimes rude
c) Always indifferent
d) can not say.
9. How are the teachers help in advising your ward:
a) Very helpful
b) sometimes helpful
c) Not at all helpful
d) did not advise.
10. The courses available in the Institution are sufficient to opt.?
a) Sufficient
b) not sufficient
c) More options needed
d) can not say
d)
11. The self-financed programmes offered by the Institution to needy students are:
a) Adequate
b) inadequate
c) Poor
d) don't know.
12. Frequency of meetings of parents with the teachers is sufficient.

N. H. College Bramhapuri
Parents feedback Analysis (Total - 30 Parents)
2013-2014

Qu. No.	a Adequate	b Inadequate	c Challenging	d Dull
1	90%	3%	7%	-
2	53%	47%	-	-
3	30%	47%	23%	-
4	70%	30%	-	-
5	40%	60%	-	-
6	37%	40%	23%	-
7	37%	43%	20%	-
8	77%	13%	3%	7%
9	60%	33%	3%	3%
10	83%	3%	13%	-
11	83%	3%	7%	7%
12	80%	20%	-	-
13	40%	40%	17%	3%
14	77%	13%	10%	-
15	43%	53%	3%	-
16	73%	13%	-	13%
17	60%	23%	13%	3%
18	73%	7%	-	20%
19	87%	3%	-	10%
20	87%	3%	-	10%

Parents Feedback Graphical Analysis (2013-14)



Best Practice(2013-14)

1. **Title of the Practice** : Academic Excellence Award for students
2. **Goal** : This Practice initiated by the institute aims at recognizing meritorious students' excellent feat in academics. This certainly motivates them to expedite their upcoming academic voyage with zeal. By awarding cash prizes sponsored by the teachers to the meritorious and topper students at college and university level, the students hard work in studies is taken care of. Students feel proud for being felicitated at the hands of reputed academicians in front of all the college students. They become role models to and inspire other students who lag behind in study for some or other reasons. This felicitation of students strengthens the teacher-sponsors and students bonding.
3. **Context** : After deciding the awards for particular classes and subjects in advance, it is obligatory on the part of institute to hand over the prizes to the toppers of the classes for whatever highest marks they score. At such time, this is disheartening to see that students though topper with fifty percent marks avail the benefit of being felicitated by the practice initiated by the college with a view to celebrate extraordinary results of the meritorious students.
4. **The Practice** : Academic Excellence Award is practiced to felicitate the students, from Junior and Senior wings of Nevjabai Hitkarini College who have topped at college and university level for the classes and subjects decided in advance by the consent of the teachers who are the sponsors (in large number), management and the retiree teachers. The awards are declared in memorial of the persons decided by the sponsoring teachers, management and retiree teachers. Teachers contribute Rs.500/- cash prize each as a minimum criterion. Toppers are also given certificates. The total amount of an individual sponsors in some cases varies and goes to bigger amount in the multiple of Rs.500/- when sponsors declare more than one award. However, many times it is observed when two students score same marks for the class and subject decided, the single amount of Rs.500/- is equally divided between them. This type of sincere initiative practiced by the patron stakeholders of the institute are not seen to be practiced at least in the colleges in the knowledge of the institute.
5. **Evidence of Success** : Academic Excellence Award Ceremony was held on 18/01/2014. Hon. AshokjiBhaiya, Secretary, Nevjabai Hitkarini Shikshan Sanstha chaired the programme. Hon. Dr.Vedprakash Mishra, Chancellor, DattaMegheInstitutue of Medical Sciences, Wardha was prominently present as a chief guest. Shri. Prakashji Bhaiya, Vice President; Shri. Bhaskarraoji Urade, Joint Secretary; and Shri. Subhash Bajaj, senior member of Nevjabai Hitkarini Shikshan Sanstha graced the occasion as

guests. Principal Dr. P. S. Hemne, Vice principal Dr.D.A.Pardhi, Junior College Supervisor Shri. Narad Sir and UR Ku. Priti Bhagadkar and Ku.Urkude were prominently present on the dais. Dr. P. S. Hemne delivered introductory remarks. Dr. Vedprakash Mishra mesmerized the students with his thought provoking and inspiring speech. Shri. Aslam Sheikh, Chairman of the committee conducted the programme and also proposed vote of thanks. Ku. Sadhna Telmasare won nine cash prizes of around 5000/- for being topper in B.Sc. Kaustubh K. Sonule won six cash prizes of around Rs.3000/- for being topper in XIIth Science. 85 cash prizes of Rs.500 and Rs.1000 were given to 50 students for being topper in different criteria from Arts, Science and Commerce faculties of Junior and Senior wings of the Nevjabai Hitkarini College. Committee members Prof. R. S. Meshram, Prof. A. V. Khajgiwale, Prof. S. G. Chaudhari, Prof K. K. Sonule, Prof. S. H. Gahane, Prof.A.V.Bokare and Shri D. S. Patil extended all helps for the successful completion of the programme.

6. Problems Encountered and Resources Required

Sometimes students appear at the eleventh hour and claim for their right for felicitation despite having displayed the No Objection List of topper students. In negligible cases, students do not turn up for the felicitation even after being communicated by invitation letters and telephonic dialogue. However such students are satisfied by showing them the university gazette. If the claim stands right, the corrective measures are taken.

7. Notes : Academic Excellence Award Committee given in the portfolio given in advance at the beginning of every year with chairman and members. Proper notices are circulated among the staff and stakeholders are also communicated about the programme. Results were collected from the authentic sources i.e. gazette and original mark list. List of the topper students are make and displayed for any objection from students one week before the actual day and programme of felicitation. Invitation cards are prepared for the invited guests and the pride of the college i.e. topper and meritorious students.

8. **Contact**

Name of the Principal :- Dr. N.S.Kokode
Name of the Institution :- Nevjabai Hitkarini College
City :- Bramhapuri
Pin Code :- 441206
Accredited Status :- B⁺⁺ with CGPA 2.86
Work Phone :- 07177 272033 273293
Website :- nhcbramhapuri@ediffmail.com
E-mail :- drns.kokode@gmail.com
Mobile :- 9421782607

Best Practice 2

1) Title of the practice: Student Guardianship Scheme

2) Goal:

The aim of this practice is to provide family like atmosphere. Personal attention will be given to all students. Teacher will have complete information of students. Student can discuss with teacher on educational as well as personal problems which are coming against his/her development. Teacher who becomes class Guardian of class, he will be their responsible teacher for students educational weakness. Subject teacher will have personal attention on students. Through this particular best practice we can get educational, family, economical and sport background of student.

3) Context:

Our College is situated in tribal region of Maharashtra. Most of the students belong to college are from poor family background. Poor economical condition is barriers in student's overall development. According to objectives and functions of the schemes our college formulates such scheme to provide financial aid to students. College has decided to minimize difficulties of students by providing not only financial aid but opportunities to uplift their status. Rural and Urban area students are admitted in this institute therefore teacher provides equal condition and study facility to all students, without any kind of discrimination on the basis of caste, religion and gender. All the students are under supervision of teacher. Any facility and help can give immediately to the students. Once teacher is connected directly, student will not be hesitated to tell educational problem. Student Guardianship Scheme is one of the best practices where students and teachers are activated and reach to ultimate goal of education.

4) Practice:

Student Guardianship Scheme is regular practice of institute. Meeting was held under the chairmanship of Principal Dr. N.S. Kokode in every academic year. Objectives and functions of the schemes were discussed and nature of work allotted to guardians of classes. Principal have formulated committee for the practice. Committee Chairman Shri. Milind Pathade has allotted the classes among teachers. Once teacher becomes guardian of the class, he will have complete analysis of the students. Teacher will recommend names of five needy and poor students for financial Aid from each class. Chairman of committee will recommend students name for **Student Aid Fund, Fess concession, remedial Classes and other facilities.**

The scheme is really beneficial to the students. Students overall development is depend on social and economic condition. Likewise, Students desire and expectation are promoted through the practice.

5) Evidence of Success:

This practice among the students is helpful to uplift the educational condition. Counseling and guidance on particular problems of students are given by guardians time to time , therefore students feel more confident and relax if they have study related as well as family and

other problems. Our students have familiar with the benefits .This practice gives opportunity to show problems and weakness as well as quality and expectation of the students. Some students are shy and cannot disclose their educational problems, but who have gone through this practice he knows how to tackle problem. Students become responsible and sincere in the field. Students take part in the practice every year regularly and enthusiastically. List of recommended students had submitted to the Principal for financial Aid of respective years. Financial assistance given to the student through this scheme is mention below.

Sr. No.	Academic Year	Granted		Non-Granted		Total
		Number of Students	Amount	Number of Students	Amount	
1	2013-14	25	25,000 /-	-----	-----	25,000 /-

6) Problems Encountered and Recourses Required

Most of the students of institutes are coming from rural area. They are not familiar with Government facilities as well as private funds. Such information promote student for education and social awareness. Students need information and college support to enhance educational quality. Guardian needs to look after students in every moments of educational career. Guardian plays father cum friend role with students and to understand every problem regarding not only of education but Physical, Mental, Social, Political. Therefore this practice is a useful and fruitful for area.

7) Contact Details

Name Of The Principal : Dr. N.S. Kokode

Name of Institution :- Nevjabai Hitkarini College, Bramhapuri

City :- Chandrapur

Pin Code :- 441206

Accredited Status :- B (CGPA- 2.86)

Work Phone :- 07177-272033, 272150

Mobile :- 9421782607

Website :- www.nhcollege.org

Best Practice - 3

1. Title Of The Practice : -EARN AND LEARN SCHEME

2. Goal :-

- ✓ Make student job oriented and financially independent.
- ✓ Prevent distraction of the poor students from main stream of education due to poverty.
- ✓ Develop a work culture among the students with the right attitude.
- ✓ Make possible meritorious and deprived students to earn a reasonable amount every month to meet their expenses.
- ✓ Provide experience to the student and thereby making them competent for taking job in the future.

3. The Context : - Institution is situated in rural part of eastern Maharashtra. Every year about 5,500 students enrolled for various courses in this institution. Most of the students are from socio-economically weaker section of the society. Now a day education become so expensive that such student from economically backward class can not have enough funds for their education. Hence such student need some special assistance to meet their expenses. Needy student from this class those have special skill like computer knowledge, DTP work, accounting, photography, laboratory work, get benefited through 'EARN AND LEARN SCHEME'.

4. The Practice :- In this institution Earn while learn scheme was started from 2007-08. College circulate notice about the scheme and invite student to apply for this scheme in the month of July in every academic year. Committee members search job-vacancies in various department of the institution as well as in local area. Required number of students have been selected through scrutiny by committee. Students are trained as per the job requirement. College also provides outdoor DTP and data entry work to the students.

Nature of work :- In the laboratory students are engaged in preparation of solutions, handling, maintenance and storage of equipments, up-gradation of departmental data. In library they are trained in the activities like repair damage books, display of books, issue and return of books, data entry. In the office section students are engage in photocopy, data up gradation, compilation and analysis of data etc.

Fund :- Students get Rs.30/- per hour for this job and work maximum 3 to 5 hours a day as per the requirement of the student.

5. Evidence of Success :- Sign of satisfaction about job and internal feeling of competent among student is an obvious evidence of success which reflect while interacting with these students. Every year number of needy student from economically backward class get financial assistance through this scheme. We note feedback of various job providing establishment at the end of every academic year. The job undertaken and service delivered by the student and their earning during the academic year through EARN AND LEARN Scheme is mention here below.

Sr. No.	Description of service/job/consultancy	Earning in Rs. during 2013-14
1	Various department of institution	----Nil----
2	Clinic/Hospital	12,000 /-
3	Xerox centre / DTP work	12,000 /-
4	Online Scholarship form filling	3,000 /-
5	Photo studio	15,000 /-
6	Saii Petrol Pump	12,000 /-
7	Business Study (MCVC)	1,970/-
8	Saii Rice Mill	19,000 /-
Total Amount		74,970 /-

6. Problems Encountered and Resource Required :-

Needy and economically poor student as per the essential job requirement are difficult to find. Some additional training related to the job along with special skill has to be provide to the student to work at job place like laboratories, library. As per the job requirement schedule of the college and job work is mismatch most of the time. Some basic facilities like computer, printer, scanner and other related tools make available by the institution for DTP and data entry type of outdoor work.

7. Contact Details

Name Of The Principal :- Dr. N.S. Kokode
Name of Institution :- Nevjabai Hitkarini College, Bramhapuri
City :- Chandrapur
Pin Code :- 441206
Accredited Status :- B (CGPA- 2.86)
Work Phone :- 07177-272033, 272150
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