

VOLUME – I

(Part I; Part II - A, B1, B2, B3, B4, B5)

RE-ACCREDITATION REPORT

NEVJABAI HITKARINI COLLEGE, BRAMHAPURI

VOLUME – II

(Part II - B6, B7, C, D; Section C)

RE-ACCREDITATION REPORT

NEVJABAI HITKARINI COLLEGE, BRAMHAPURI

RE-ACCREDITATION REPORT

(RAR)

NEVJABAI HITKARINI EDUCATION SOCIETY'S

NEVJABAI HITKARINI COLLEGE

BRAMHAPURI

RE-ACCREDITATION REPORT

(RAR)

submitted to

NATIONAL ASSESSMENT and ACCREDITATION COUNCIL
(NAAC)

P.O. Box. No. 1075, Nagarbhavi, Bangalore - 560 072

submitted by

Dr. N. S. KOKODE

Principal

**NEVJABAI HITKARINI COLLEGE,
BRAMHAPURI**

Dist CHANDRAPUR, MAHARASHTRA STATE-441 206

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e-mail: drns_kokode@rediffmail.com website: www.nhcollege.org

DATE: / / 2011

SEAL of THE COLLEGE

D. Declaration by the Head of the Institution

I certify that that the data included in this Reaccreditation Report (RAR) are true to the best of my knowledge.

This RAR is prepared by the institution after internal discussions, and No part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this RAR during the peer team visit.

**Signature of the Head of the institution
with seal:**

Place: **BRAMHAPURI**

Date: / / 2011

Dr. N. S. KOKODE
Principal,
N H College, Bramhapuri.

RAR: N H COLLEGE, BRAMHAPURI

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STEERING COMMITTEE

IQAC

N H COLLEGE, BRAMHAPURI

1. **Dr. N. S. Kokode**, *Principal* **Chairman.**
2. **Dr. P S. Hemne**, *Vice-Principal, HoD Physics* Member
3. **Dr. D. A. Pardhi**, *Vice-Principal, HoD Geography* Member
4. **Dr A. A. Dhamani**, *Director CHLR, HoD Zoology* Member
5. **Dr. M. B. Wadekar**, *HoD Botany* Member
6. **Prof. D. H. Gahane**, *HoD Computer Science* Member
7. **Prof. S. V. Bannore**, *Librarian* Member
8. **Prof. V. S. Mude** Member
9. **Prof. M. A. Sheikh**, *HoD English* Joint Coordinator
10. **Prof. S. J. Tidke** **Coordinator**

MANAGEMENT

REPRESENTATIVES:

1. **Shri A. K. Bhaiya**

Secretary, N H Education Society, Bramhapuri

2. **Adv. B. R. Urade**

Joint Secretary, N H Education Society, Bramhapuri

LOCAL SOCIETY

REPRESENTATIVES:

1. **Father Mathew Nerappel**
2. **Dr Atul Nagre**

Part-I

Institutional Data A, B, C

RE-ACCREDITATION REPORT

NEVJABAI HITKARINI COLLEGE, BRAMHAPURI

Part-II

The Evaluative Report A, B, C, D

RE-ACCREDITATION REPORT

NEVJABAI HITKARINI COLLEGE, BRAMHAPURI

Section C

Appendices

RE-ACCREDITATION REPORT

NEVJABAI HITKARINI COLLEGE, BRAMHAPURI

Part I: Institutional Data

A) Profile of the College

1. Name and address of the college:

Name	: NEVJABAI HITKARINI COLLEGE
Address	: BRAMHAPURI
City	: BRAMHAPURI
District	: CHANDRAPUR
State	: MAHARASHTRA
Pin code	: 441 206
Website	: www.nhcollege.org

2. For communication:

Office

Name	Area / STD code	Tel. No.	Fax No.	E-mail
<i>Principal :</i> Dr N S KOKODE	07177	272033 273293	07177272033	drns_kokode@rediffmail.com
<i>Vice Principal :</i> Dr P S HEMNE Prof D A PARDHI	07177	272033 273293	07177272033	pshemne@gmail.com dapardhi@gmail.com
<i>Steering Committee Coordinator :</i> Prof S J TIDKE	07177	272033 273293	07177272033	sama1801@yahoo.com

Residence

Name	Area/ STD code	Tel. No.	Mobile No.
<i>Principal :</i> Dr N S KOKODE	07177	272044	9421782607
<i>Vice Principal :</i> Dr P S HEMNE Prof D A PARDHI	07177	272148 272950	9422127104 9422908157
<i>Steering Committee Coordinator :</i> Prof S J TIDKE	07177	272223	9422838380

3. Type of Institution:

a. By management

i. Affiliated College

ii. Constituent College

b. By funding

i. Government

ii. Grant-in-aid

iii. Self-financed

iv. Any other

(Specify the type)

c. By Gender

i. For Men

<input type="checkbox"/>
<input checked="" type="checkbox"/>

ii. For Women

iii. Co-education

4. Is it a recognized minority institution?

Yes

No

If yes specify the minority status (Religious/linguistic/ any other)
(Provide the necessary supporting documents)

5. a) Date of establishment of the college

:

Date	Month	Year
01	06	1962

b) University to which the college is affiliated (If it is an affiliated college) or
which governs the college (If it is an constituent college)

RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY, NAGPUR

Permanent University Affiliation Certificate - **ANNEXURE - I**

6. Date of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (If any)
i. 2 (f)	01-01-1968	
ii. 12 (B)	01-01-1968	

(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

Certificate of recognition u/s 2(f) and 12(B) of UGC Act- **ANNEXURE-II**

7. Does the University Act provide for autonomy of Affiliated/Constituent Colleges?

Yes

No

If yes, has the college applied for autonomy?

Yes

No

8. Campus area in acres/sq.mts: 42.236 acres = 1,70,928.92 sq meters

9. Location of the college: (based on Govt. of India census)

Urban	
Semi-urban	
Rural	√
Tribal	
Hilly area	
Any other (specify)	BACKWARD AREA

Certificate of Rural and Backward area- ANNEXURE – III

10. Details of programmes offered by the institution: (Give last year's data)

N H COLLEGE, BRAMHAPURI								
Distribution of Students, Grant & No Grant Basis : 2009-10								
Sl. No.	Programme Level	Status	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instructions	Total Sanctioned Student Strength	Total Number of students admitted
i)	Under-graduate	Grant Basis	1.B.Sc. Bio	3 Yr	HSSC	English	360	57
			2.B.Sc. Math					63

			3.B.Sc.Micro				90	35	
			4.B.Sc.Comp Sc				90	74	
			5.B.Com.			Marathi	360	153	
			6.B.A.			Marathi	660	581	
		No Grant Basis	7.B.A.(No Grants)			Marathi	200	72	
			8.B.Com.(Eng)			English	360	64	
			9.B.B.A.			English	240	33	
			10.B.C.A.			English	240	75	
			11.B.C.C.A.			English	240	43	
Under-graduate Total Strength Sanctioned / Admitted							2840	1250	
ii)	Post-graduate	Grant Basis	1.M.Com.	2 Yr	B.Com	Marathi	240	46	
		No Grant Basis	2.M.A. His		B.A.	Marathi	160	10	
			3.M.A. Pol Sc				160	37	
			4.M.A. Geo				160	115	
			5.M.A. H Eco				160	27	
			6.M.A. Eco				160	92	
			7.M.A. Eng			English	160	16	
			8.M.A. Mar			Marathi	160	19	
			9.M.A. Soc				160	34	
			10.M.Sc. Zoo			BSc Bio	English	44	34
			11.M.Sc. Phy			BScMath	English	44	9
		12.B.Lib.&Info Sc	1 Yr		Any Graduate	Marathi	40	15	
		13.M.Lib.&InfoSc	1 Yr		Any Graduate	Marathi	40	16	
Post graduate Total Strength Sanctioned / Admitted							1688	470	
iii)	M.Phil	No Grant Basis	---	---	---	---	0	0	
iv)	Ph. D.	No Grant Basis	Zoology		M.Sc. Zoo	English	20	14	
v)	Certificate courses	No Grant Basis	1.Func. English	3 mth	HSSC	English	40	39	
			2.FashionDesigning	3 mth	SSC	Marathi	0	0	

		3.R T M Philosophy	6 mth	SSC	Marathi	0	0
--	--	--------------------	-------	-----	---------	---	---

Sanctioned Admitted

TOTAL STRENGTH	4588	1773
TOTAL STRENGTH - GRANT BASIS	1800	1009
TOTAL STRENGTH - NO GRANT BASIS	2788	764

(Additional rows may be inserted as per requirement)

11. List the departments:

N H COLLEGE, BRAMHAPURI
List of The Departments
2009-10

Science Departments	1	1	<i>Zoology</i>
	2	2	<i>Chemistry</i>
	3	3	<i>Electronics</i>
	4	4	<i>Physics</i>
	5	5	<i>Mathematics</i>
	6	6	<i>Botany</i>
	7	7	<i>Computer Science</i>
	8	8	<i>Microbiology</i>
	9	9	<i>Centre for Higher Learning & Research in Zoology</i>
Arts Departments	10	1	<i>Geography</i>
	11	2	<i>Home Economics</i>
	12	3	<i>English</i>

	13	4	<i>Marathi</i>
	14	5	<i>Economics</i>
	15	6	<i>Sociology</i>
	16	7	<i>Political Science</i>
	17	8	<i>History</i>
	18	9	<i>Library & Information Science</i>
	19	10	<i>Physical Education</i>
Commerce Departments	20	1	<i>Commerce & Management</i>

Other Departments:

Other Teaching Departments	21	1	YCMOU
	22	2	Fashion Designing
	23	3	Functional English
	24	4	Remedial Coaching
	25	5	Environment Studies
	26	6	Competitive Exam Coaching
	27	7	Career Counseling & Placement Cell
	28	8	Equal Opportunity Cell
	29	9	NET / SLET Coaching
Vocational Teaching Departments	30	1	Building Maintenance
	31	2	Inland Fisheries
	32	3	Marketing & Salesmanship
	33	4	Bi-Focal Electronics
	34	5	Bi-Focal Computer Science
	35	6	Bi-Focal Fresh Water Fish Culture
Extension Services	36	1	NCC (Boys)

Departments	37	2	NCC (Girls)
	38	3	NSS
	39	4	Lokseva Kendra
	40	5	Adult & Continuing Education & Population Club, Women's Study & Service Center
	41	6	Disaster Management Cell
	42	7	Entrepreneurship Development Cell
	43	8	Pre Marriage Counseling and Anti-Dowry Cell

12. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) Unit Cost of Education	including Salary	Rs.	9,135
(b) Unit Cost of Education	Excluding Salary	Rs.	999

B) Criterion-wise Inputs

Criterion I: Curricular Aspects

1. Does the College have a stated

Vision?

Yes	√	No	
-----	---	----	--

Mission?

Yes	√	No	
-----	---	----	--

Objectives?

Yes	√	No	
-----	---	----	--

2. Does the college offer self-financed
Programmes?

Yes No

If yes, how many?

27

Fee charged for each programme (include Certificate , Diploma, Add-on courses etc.)

S/N	Programme (B.Sc., B.Com. etc.)	Fee charged (As per Govt. & Uni. Rules) in Rs.
1.	B. Sc. Microbiology	6,242
2.	B. Sc. Computer	6,242
3.	B. C.A.	13,072
4.	B.Com. (Eng medium)	7,332
5.	B.B.A.	10,012
6.	B.C.C.A.	14,412
7.	B.A. (Add. Section)	5,532
8.	M. Sc. Physics	17,957
9.	M. Sc. Zoology	16,957
10.	M.A. Geography	8,357
11.	M.A. English	6,457
12.	M.A. Marathi	6,457
13.	M.A. History	6,457
14.	M.A. Sociology	6,457
15.	M.A. Economics	6,457
16.	M.A. Pol.Science	6,457
17.	M.A. Home-Economics	7,357
18.	B. Lib.	6,457
19.	M. Lib.	6,457
20.	Cert. course in Fashion Desi.	100
21.	Cert. course in Funct. English	100
22.	RTM Philosophy	100
23.	Ph.D. Zoology	3000 Per year
24.	Ph.D. Geography (Workplace)	1000 Per year
25.	Ph.D. Commerce (Workplace)	500 Per year
26.	Ph.D. Poli Sci. (Workplace)	500 Per year
27.	Ph.D. Economics (Workplace)	500 Per year
28.	M.Phil.Zoology (Workplace)	Nil
29.	M.Phil.Geography (Workplace)	NIL
30.	M.Phil.HomeEco (Workplace)	NIL
31.	M.Phil.Physics (Workplace)	NIL
32.	M.Phil. Botany (Workplace)	NIL
33.	M.Phil. Chemistry (Workplace)	NIL

Fee Structure for AIDED Courses as Per University Rules for 2010- 11

Programme	Total Annual Fees to be Paid			
	<u>Concessions</u>			
	OPEN	EBC/PTC	SC/ST/NT with Schol	SC/ST/NT/OBC with Schol. but Income > 1 Lac or Re-adm
B A I,II,III	1947	687	340	600
B Com I,II,III	1947	687	340	600
B Sc I,II,III	2142	702	355	615
M Com I,II	1747	625	320	460

3. Number of Programmes offered under

a. annual system

225

Program Options: ANNEXURE-IV

b. semester system

None

c. trimester system

None

4. Programmes with

a. choice based credit system

Yes		No	√	Number	
-----	--	----	---	--------	--

b. Inter/multidisciplinary approach

Yes	√	No		Number	1*
-----	---	----	--	--------	----

*Computer Science

c. Any other, specify

Yes		No	√	Number	
-----	--	----	---	--------	--

5. Are there Programmes where assessment of teachers by students is practiced?

Yes	√	No		Number	22
-----	---	----	--	--------	----

ANNEXURE- V

6. Are there Programmes taught only by visiting faculty?
- | | | | | | |
|-----|---|----|--|--------|---|
| Yes | √ | No | | Number | 2 |
|-----|---|----|--|--------|---|
- * Cert. in Fashion designing & YCMOU Courses

7. New programmes introduced during the last five years

UG	Yes	√	No		Number	06
PG	Yes	√	No		Number	12
Others (specify)	Yes	√	No		Number	08*

New programmes introduced in last 5 years * **ANNEXURE- VI**

8. How long does it take for the institution to introduce a new programme within the existing system?

<p>About 12 months.</p> <p>After the institutional planning is over, permission from the University and the State Government has to be sought.</p>
--

9. Does the institution develop and deploy action plans for effective implementation of the curriculum?

Yes	√	No	
-----	---	----	--

10. Was there major syllabus revision during the last five years? If yes, indicate the number.

Yes	√	No		Number	23*
-----	---	----	--	--------	-----

* Number of subjects in which major syllabus revision took place is 23 and number of Papers 283 **ANNEXURE-VII**

11. Is there a provision for Project work etc. in the programme? If yes, indicate the number.

Yes	√	No		Number	09*
-----	---	----	--	--------	-----

* Physics, Electronics, Microbiology, Geography, Home-Economics, Environment Science, Zoology, Computer Science and Botany (Field work) **ANNEXURE- VIII**

12. Is there any mechanism to obtain feedback on curricular aspects from

- a. Academic Peers?
- b. Alumni?
- c. Students?
- d. Employers?
- e. Any other? *Parents

Yes	√	No	
Yes	√	No	
Yes	√	No	
Yes	√	No	
Yes	√	No	

Criterion II: Teaching-Learning and Evaluation

1. How are students selected for admission to various courses?

- | | |
|--|-------------------------------------|
| a) Through an entrance test developed by the institution | <input type="checkbox"/> |
| b) Common entrance test conducted by the University/Government | <input type="checkbox"/> |
| c) Through interview | <input checked="" type="checkbox"/> |
| d) Entrance test and interview | <input type="checkbox"/> |
| e) Merit at the previous qualifying examination | <input checked="" type="checkbox"/> |
| f) Any other (specify) | <input checked="" type="checkbox"/> |

(If more than one method is followed, kindly specify the weightages)

Preferences are given to students 1) physically disabled, 2) having excellence in sports, 3) socially and economically backward, minority community and 4) excelling in cultural activity

For Grant in Aid Programs and Self Financing UG Programs, the college follows criteria (e) for admissions, as per university rules.

For Self Financing PG Programs, criteria (c) is followed along with criteria (e) with equal weightages

2. Highest and Lowest percentage of marks at the qualifying examination considered for admission during the previous academic year (2009 – 2010)

2009-10 (Aided and Non -Aided Courses)

UG and PG	Programmes	Open category		SC/ST category		Any other (specify)	
		Highest	Lowest	Highest	Lowest	Highest	Lowest
		(%)	(%)	(%)	(%)	(%)	(%)
UG	B A	59.17	47.67	67.33	41.50	87.00	39.00
	B Com	79.00	42.00	71.00	40.67	70.00	42.70
	B Sc	72.67	48.33	88.00	42.33	80.17	38.17
	B B A	72.33	39.33	72.00	47.17	70.50	47.50
	B C A	69.50	42.33	63.50	42.23	60.17	40.33
	B C C A	79.83	53.00	67.67	37.83	67.50	39.00
PG	M Com	63.05	46.01	57.05		51.20	42.00
	B Lib & I Sc			51.30	39.40	60.70	40.70
	M Lib & I Sc	64.30		63.40	50.00	73.20	54.80
	M Sc	55.00	49.00	59.10	47.30	57.30	43.60
	M A	55.00	48.00	60.50	39.00	63.73	36.00

3. Number of Working days during the last academic year

289

4. Number of teaching days during the last academic year

273

Annexure- X

5. Number of positions sanctioned and filled (2009-10) Sanctioned/ Filled

Teaching	37	31
Non-Teaching	36	30
Technical	-	-

6. a. Number of regular and permanent teachers (gender-wise)

Professors	M	1	F	0
Readers	M	4	F	0
Selection Grade	M	7	F	2
Sr. Grade lecturers	M	4	F	1
Lecturers	M	6	F	1

* As per VI pay commission, Readers & Selection Grade are grouped as Associate Professors, Sr. Grade lecturers & lecturers are grouped as Assistant Professors from 01/01/2006

b. Number of temporary teachers (gender-wise)

Lecturers – Full- time	M	4	F	1
------------------------	---	---	---	---

Lecturers – Part- time	M	0	F	0
------------------------	---	---	---	---

Lecturers (Management appointees) - Full time	M	11	F	01
---	---	----	---	----

Lecturers (Management appointees) - Part time	M	0	F	0
---	---	---	---	---

Any other (CHB lecturers)	M	54	F	23
-----------------------------	---	----	---	----

Total	M	69	F	25
-------	---	----	---	----

c. Number of teachers From the same State

120

From other States

00

* M – Male F – Female

7 a. Number of qualified/ permanent teachers and their percentage to the total number of faculty

Number	%
30	97%

b. Teacher: student ratio	01: 26	
c. Number of teachers with Ph.D. as the highest qualification and their percentage to the total faculty strength	12	40%
d. Number of teachers with M. Phil as the highest qualification and their percentage to the total faculty strength	6	20%
e. Percentage of the teachers who have completed UGC, NET and SLET exams	10	33%
f. Percentage of the faculty who have served as resource persons in Workshop/ Seminars/ Conferences during the last five years	52%	
g. Number of faculty development programmes availed by teachers (last five years)		

	05-06	06-07	07-08	08-09	09-10
UGC/ FIP programme		2	2		
Refresher:	1		4	2	
Orientation:	3	2	2	2	1
Any other(specify) *Workshops	4	4	3	3	1
#Seminars / symposia / curricular development, teaching- learning, etc.	30	28	53	26	30

*Training availed by teachers in various National institutes
 #If seminars/symposia / workshops are included, roughly 80%
 of the faculty avails of faculty development programmes in any
 given year.

h. Number of faculty development programmes organized by the college During last five years

	05-06	06-07	07-08	08-09	09-10
Seminars/workshops/symposia on curricular development, teaching- learning, assessment, etc.	2	6	11	8	17
Research management		1	2#	3##	1**
Invited/endowment lectures	11	21	29	42	24
Any other (specify)*	1*	2*	6	42	2

*Trekking & Yoga Camp for Teachers and non-teaching staff

#Two Camps on Comp Appls, Int & Multimedia for Teachers & non-teaching staff

Three Research Guidance Camp/lectures/seminar

**Library Exhibition

8. Number and percentage of the courses where predominantly the lecture method is practiced

09	27.27 %
----	---------

9. Does the college have the tutor-ward system? Yes No

If yes, how many students are under the care of a teacher?

31 Students per Teacher*

10. Are remedial programmes offered?

Yes	<input checked="" type="checkbox"/>	No		Number	21
-----	-------------------------------------	----	--	--------	----

11. Are bridge courses offered?

Yes	<input checked="" type="checkbox"/>	No		Number	12
-----	-------------------------------------	----	--	--------	----

12. Are there Courses with ICT-enabled teaching-learning processes?

Yes	√	No		Number	13
-----	---	----	--	--------	----

13. Is there a mechanism for:

a. Self appraisal of faculty?	Yes	√	No	
b. Student assessment of faculty performance?	Yes	√	No	
c. Expert /Peer assessment of faculty performance?	Yes	√	No	

14. Do the faculty members perform additional administrative work?

Yes	√	No	
-----	---	----	--

If yes, the average number of hours spent by the faculty per week

12 hours

Criterion III: Research, Consultancy and Extension

1. How many teaching faculty are actively involved in research? (Guiding student research, managing research projects etc.)

Number % of Total

21	67.74 %
-----------	----------------

2 Research collaborations

a) National

Yes No

If yes, how many?

25

b) International

 No

If yes, how many?

1

3 Is the faculty involved in consultancy work?

Yes No

If yes, consultancy earnings/year (average of last two years may be given)

Cannot Specify

4 a Do the teachers have ongoing/ completed research projects?

Yes No

If yes, how many?

Ongoing	5
Completed	3

b Provide the following details about the ongoing research projects

Major projects	Yes		No	√	Number		Agency		Amt.	
Minor projects	Yes	√	No		Number	5	Agency	UGC	Amt.	7,92,800
College Projects	Yes	√	No		Number	2	Amount	2,00,000		
Industry sponsored	Yes		No	√	Number		Industry		Amt.	
Any other (specify)				√						
No. of student research projects	Yes	√	No		Number	88	Amount sanctioned by the College		*Cannot Specify	

5. Research publications: (2009-2010)

International journals	Yes	√	No		Number	06
National journals – refereed papers	Yes	√	No		Number	17
College journal	Yes		No	√	Number	
Books	Yes	√	No		Number	11
Abstracts	Yes	√	No		Number	33
Any other (specify)	Yes		No		Number	
Awards, recognition, patents etc. if any (specify): Patents - 01						

6 Has the faculty (2009-2010)

a) Participated in Conferences? Yes No Number

b) Presented research papers in Conferences? Yes No Number

*Conferences include Seminars, Symposia, Workshops in 2009-10
 *Research Papers include 03 in International Journals in 2009-10

7 Number of extension activities organized in collaboration with other agencies/NGOs (such as Rotary/Lions Club) (average of last two years)

8 Number of regular extension programmes organized by NSS and NCC (average of last two years)

NSS	NCC
12	8

9 Number of NCC Cadets/units

M	71	F	68	Units	2
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10 Number of NSS Volunteers/units

M	110	F	90	Units	2
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Criterion IV: Infrastructure and Learning Resources

1	(a) Campus area in acres	42.236	acre
	(b) Built up area in Sq. Meters (*1 sq.ft. = 0.093 sq.mt)	9608.57	sq m

2	Working hours of the Library	
	(a) On working days	8.30 am to 8.30 pm
	(b) On holidays	Closed*
	(c) On Examination days	8.30 am to 8.30 pm

*Except during Examination days

3	Average number of faculty visiting the library/day (average for the last two years)	21
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4	Average number of students visiting the library/day (average for the last two years)	275
---	--	-----

5	Number of journals subscribed to the institution	27
---	--	----

6	Does the library have the open access system?	Yes	√	No	
---	---	-----	---	----	--

**The Library has Open Access system for Research, PG , Meritorious, Handicapped Students and Students involved in Projects, Administrative Staff, Teachers, management members, ex-teachers, outside interested citizens and researchers*

7 Total collection (Number)
Total Books in Library – 59,142 (Including Jr)

	Titles	Volumes
a. Books	31,732	51,825
b. Textbooks	14,529	31,979
c. Reference books	1,459	1,538
d. Magazines	76*	

*Magazines/ Periodicals

e. Current journals	
Indian journals	28
Foreign journals	
f. Peer- reviewed journals	24
g. Back volumes of journals (Bound)	249

h. E-resources		
CDs/ DVDs	80	
Databases	1	
Online journals	2100*	*INFLIBNET Listed
Audio- Visual resources	1 TV 4 Comp	

i. Special collections (numbers)						
Repository (World Bank,OECD,UNESCO etc.)	Y		No	√	Number	
Interlibrary borrowing facility	Y	√	No		Number	25
Materials acquired under special schemes (UGC, DST etc.)	Y	√	No		Number	23*
Materials for Competitive examinations including Employment news, Yojana etc.	Y	√	No		Number	92**
Book Bank	Y	√	No		Number	1588
Braille materials	Y	√	No		Number	10
Manuscripts	Y	√	No		Number	01

Any other (specify)

1. Rare Books	Y	√	No		Number	20
2. Rare Books Xerox Copies	Y	√	No		Number	88

*19 racks+04 catalogue cabinets

** books+periodicals

- 8 Number of books/journals / periodicals added during the last two years and their total cost

	2008-09		2009-10	
	Number	Total Cost (Rs.)	Number	Total Cost (Rs.)
Text books	836	1,46,299	952	1,81,440
Reference Books	13	8,788	96	49,572
Other books	115	10,335	111	18,074
Journals/Periodicals	71	18,745	76	20,668
Encyclopedia	2	750	29	30,500
Any other(specify) <i>News Paper</i>	12	10,218	14	12,236

*Total number of Encyclopedia are 94 (Copies 374) worth Rs 1,23,410/-

- 9 Mention the

Total carpet area of the Central Library (in sq. ft)

6,635

Number of departmental libraries

12

Average carpet area of the departmental libraries

Seating capacity of the Central Library (Reading room)

140

- 10 Status of Automation of the Library

not initiated

fully automated

partially automated

√

- 11 Percentage of library budget in relation to the total budget

4.34 %

- 12 Services/facilities available in the library (If yes, tick in the box)

Circulation	√
Clipping	√
Bibliographic compilation	√
Reference	√
Reprography	√
Computer and Printing	√
Internet	√
Inter-library loan	√
Power back up	√
Information display and notification	√
User orientation /information literacy	√
Any other (specify)	√
* Local Reader Service, career & employment	√

**Reader services to locals, OPAC Service, Best Reader Awards are also given*

13 Average number of books issued/returned per day 220 to 250

14 Ratio of library books to the number of students enrolled 30 books : 01 students

15 Computer Facilities

Number of computers in the college	79
Number of Departments with computer facilities	13
Central computer facility (Number of terminals)	10
Budget allocated for purchase of computers during the last academic year	Rs 12 lac

* Purchased Computers of Rs 1,20,550 since 2008-09

Amount spent on maintenance and upgrading of computer facilities during the last academic year	Rs 40,000/- (2009-10)
--	--------------------------

Internet Facility, Connectivity	Dialup	Broadband	Others (Specify)
	3	5	

Number of nodes/ computers with Internet facility	16
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16	Is there a Workshop/ Instrumentation Centre?	Yes	√	No		Available from the year	1994
----	--	-----	---	----	--	-------------------------	------

17	Is there a Health Centre?	Yes	√	No		Available from the year	2001
----	---------------------------	-----	---	----	--	-------------------------	------

18	Is there Residential accommodation for						
	Faculty ?	Yes		No	√		
	Non-teaching staff ?	Yes		No	√		

19	Are there student Hostels?	Yes	√	No			
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If yes, number of students residing in hostels

36

Male	Yes	√	No		Number	36
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Female	Yes	*	No	√	Number	
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* Girls Hostel is nearing completion (by Mar 2011)

20 Is there a provision for

a) Sports fields

Yes	√	No	
-----	---	----	--

b) Gymnasium

Yes	√	No	
-----	---	----	--

c) Womens' rest rooms

Yes	√	No	
-----	---	----	--

d) Transport

Yes		No	√
-----	--	----	---

e) Canteen/Cafeteria

Yes	√	No	
-----	---	----	--

f) Students centre

Yes	√	No	
-----	---	----	--

g) Vehicle parking facility

Yes	√	No	
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Criterion V: Student Support and Progression

1. a Student strength

(Provide information in the following format, for the past two years)

M – Men, F- Female, T-Total

Year 2008-09

Student Enrolment	Total	UG			PG			Ph.D			Diploma / Certificate			Self-Funded		
		M	F	T	M	F	T	M	F	T	M	F	T	M	F	T
Number of students from the same State where the college is located	1455	559	490	1049	238	154	392	11	3	14	0	0	0	0	0	0
Number of students from other States	2	1	1	2	0	0	0	0	0	0	0	0	0	0	0	0
Number of NRI students	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Number of foreign students	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	1457	560	491	1051	238	154	392	11	3	14	0	0	0	0	0	0

1443 = Total Students Excluding PhD

2008-09

UG

PG

PhD

Total Male Students	809
Total Female Students	648
Total of Male & Female	1457

560
491
1051

238
154
392

11
3
14

Total Students for 2008-09	1457
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Year 2009-10

Student Enrolment	Total	UG			PG			Ph.D			Diploma / Certificate			Self-Funded		
		M	F	T	M	F	T	M	F	T	M	F	T	M	F	T
Number of students from the same State where the college is located	1787	601	621	1222	288	259	547	13	5	18	0	0	0	0	0	0
Number of students from other States	4	2	2	4	0	0	0	0	0	0	0	0	0	0	0	0
Number of NRI students	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Number of foreign students	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	1791	603	623	1226	288	259	547	13	5	18	0	0	0	0	0	0

1773 = Total Students Excluding PhD

2009-10		UG	PG	PhD	Total Students for 2009-10	
Total Male Students	904	603	288	13	Total Students for 2009-10	1791
Total Female Students	887	623	259	5		
Total of Male & Female	1791	1226	547	18		

b. Dropout rate in UG and PG (average for the last two batches)

	Number	%
UG	118	4.99
PG	30	3.95

* for 2008-09, total UG students 2367, appeared 2249
2009-10, total PG students 759, appeared 729

2. Financial support for students: (2009-10)

	Number	Amount
Endowments:	76	56,072

Freeships:	271	3,14,903
Scholarship (Government)	1231	29,70,447
Scholarship (Institution)	1	1600
Number of loan facilities:		
Any other financial support (Specify)	99	61,550

*College Helped 3 students for fees: Rs 1350/-
Employee Welfare Fund for students : 1 student helped with Rs 5000/-
Students Aid Fund to 25 students: Rs 19,200/-
Academic Excellence Awards to 70 students: Rs 36,000/-*

3. Does the college obtain feedback from students on their campus experience? Yes No

4. Major cultural events (data for last year) 2009-10

Events	Organized			Participated		
	Yes	No	Number	Yes	No	Number
Inter-collegiate		√		√		18
Inter-university		√			√	
National		√			√	
Any other (specify)						

5. Examination Results (data of past five years) 2006-2010

Students Success Rate Analysis 2006-2010										
Results	UG (I, II & III)					PG (I & II)				
	2006	2007	2008	2009	2010	2006	2007	2008	2009	2010

	1	2	3	4	5	1	2	3	4	5
Pass Percentage	34.06	26.26	23.84	20.51	21.33	60.33	58.49	46.96	52.96	50.23
Number of first classes	39	27	27	37	35	78	58	71	94	125
Number of distinctions	2	1	2	2	2	3	9	1	14	12
Ranks (if any)	0	0	0	1	1	1	3	1	1	0
Dropout	3.14	3.73	6.36	3.28	6.47	6.60	9.14	1.33	3.37	4.33

(* Add more columns if not adequate)

6. Number of overseas programmes on campus and income earned:

Number	Amount	Agency
NIL		

7. Number of students who have passed the following examinations during the last five years

	2005-06	2006-07	2007-08	2008-09	2009-10
NET	1			1	2
SLET		1	1		1
CAT*					
TOEFL					
GRE					
GMAT					
Civil services (IAS / IPS/IFS)					1
Defence Entrance					1
Other services					
Any other (specify)					
GATE					

*Includes numbers for MAT/SNAP/XAT

8. Is there a Student Counseling Centre?

Yes	√	No	
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9. Is there a Grievance Redressal Cell?

Yes	√	No	
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10. Does the college have an Alumni Association?

Yes	√	No		Formed in the year	2002
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11. Does the college have a Parent-teachers Association?

Yes	√	No		Formed in the year	2002
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Criterion VI: Governance and Leadership

1. Has the institution appointed a permanent Principal?

Yes	√	No	
-----	---	----	--

If Yes,
denote the qualifications

M.Sc.(Physics), M.Phil., Ph.D., B.A. (Soc), DCOS, CCCO, MSC-IT

If No,
for how long has the position been vacant?

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2. Number of professional development programmes held for the Non-teaching staff (last two years)

3	2
---	---

3. Financial resources of the college (approximate amount) – Last year’s data

Grant-in-aid	1,56,21,904=00
Fee from aided courses	7,61,855=00
Donation	
Fee from Self-funded courses	47,46,500=00
Any other (specify)*	65757=00

**Students Welfare Fund, Academic Excellence Awards, Alumni*

4. Statement of Expenditure (for last two years)

Item wise Total Expenditure - Granted + Non-Granted		
Item	2008-09	2009-10
	%	%
% spent on the salaries of faculty	63.21	61.46
% spent on the salaries of non-teaching employees including contractual workers	16.11	17.20
% spent on books and journals	0.61	0.79
% spent on Building development	0.81	3.16
% spent on hostels, and other student amenities	0.22	0.34
% spent on maintenance - electricity, water, telephones, infrastructure	5.36	7.26
% spent on academic activities of departments - laboratories, green house, animal house, field trips etc.	10.02	2.96
% spent on research, seminars, etc.	2.35	4.24
% spent on miscellaneous expenditure	1.32	2.59

Note: The institution may provide the details regarding the above table as per the heads of accounts being maintained. However, care may be taken to cover the above items.

5. Dates of meetings of Academic and Administrative Bodies during the last two years:

	Last year:	Year before last:
	2008-09	2009-10
Governing Body	SOCIETY:	SOCIETY:
	28/03/2008,	24/04/2009,
	19/06/2008,	15/10/2009,
	28/01/2009,	25/11/2009,
	28/03/2009	31/12/2009,
		30/03/2010
Internal Admn. Bodies (mention only three most important bodies)	LMC :	LMC :
	26/07/2008,	09/06/2009,
	24/02/2009,	24/07/2009,
		26/11/2009,
		30/12/2009,
		19/03/2010
	PURCHASE Committee	PURCHASE Committee
	23/01/2009	20/01/2010
Any other (specify)		

6. Are there Welfare Schemes for the academic community?

Loans:	Yes	√	No	
Medical allowance	Yes	√	No	
Any other (specify)*	Yes	√*	No	

- * 1. *Group Insurance for employees*
 2. *Medical Leave for wife, husband*
 3. *Credit Coop. Society's: 1. Loan up to 5lac, 2. Emergency Loan of 20,000, 3. retirement benefits, 4. death endowment, 5. RD schemes, 6. Loan Insurance and Guarantee*
 4. *Pension Scheme for employees*

7. Are there ICT supported / Computerised units/processes/activities for the following?

a) Administrative section/ Office

Yes	√	No	
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b) Finance Unit

Yes	√	No	
-----	---	----	--

c) Student Admissions

Yes	√	No	
-----	---	----	--

d) Placements

Yes	√	No	
-----	---	----	--

e) Aptitude Testing

Yes		No	√
-----	--	----	---

f) Examinations

Yes	√	No	
-----	---	----	--

g) Student Records

Yes	√	No	
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Criterion VII : Innovative Practices

1.	Has the institution established Internal Quality Assurance Mechanisms ?	Yes	√	No	
----	---	-----	---	----	--

2.	Do students participate in the Quality Enhancement initiatives of the Institution?	Yes	√	No	
----	--	-----	---	----	--

3. What is the percentage of the following student categories in the institution?

2009-10		Percentage
a.	SC	18.52
b.	ST	8.37
c.	OBC	55.44
d.	Women	49.14
e.	Differently-abled	0.11
f.	Rural	99.78
h.	Tribal	17.63
i.	Any other (specify)	9.26
	NT	5.69
	SBC	3.57

4 What is the percentage of the following category of staff?

For 2009-10

Category As Appointed

	Teaching Staff	%	Non-Teaching Staff	%
SC	9	29.03	7	23.33
ST	3	9.68		
OBC			1	3.33
WOMEN	5	16.13	5	16.67
Physically Challenged	1	3.23	1	3.33
General Category	19	61.29	21	70.00
Any Other (specify)				
a. Minority	4	12.90	1	3.33
b. SBC				
c. NT			1	3.33

5. What is the percentage incremental academic growth in terms of aggregate marks of the following category of students for the last two batches of students?

Categories	At Admission		On completion of the course	
	Batch I	Batch II	Batch I	Batch II
	2006-07	2007-08	2008-09	2009-10
a. SC	19.46	20.41	20.32	18.40
b. ST	6.04	5.83	7.49	6.60
c. OBC	53.91	55.69	54.55	58.02
d. Women	50.78	47.23	52.41	57.08
e. Physically Challenged				
f. General Category	11.63	8.45	10.16	8.49
g. Any Other(specify)				
1. VJNT	5.82	6.41	3.21	4.72
2. SBC	3.13	3.21	4.28	3.77
TOTAL BC STUDENTS	88.37	91.55	89.84	91.51

EXECUTIVE SUMMARY

Nevjabai Hitkarini Education Society, Bramhapuri (NHESB) is an Institution in itself. Devoted to the welfare of mankind, with its unique culture and mission, it has grown into the *Mother Institution* for educational enrichment and advancement of this region.

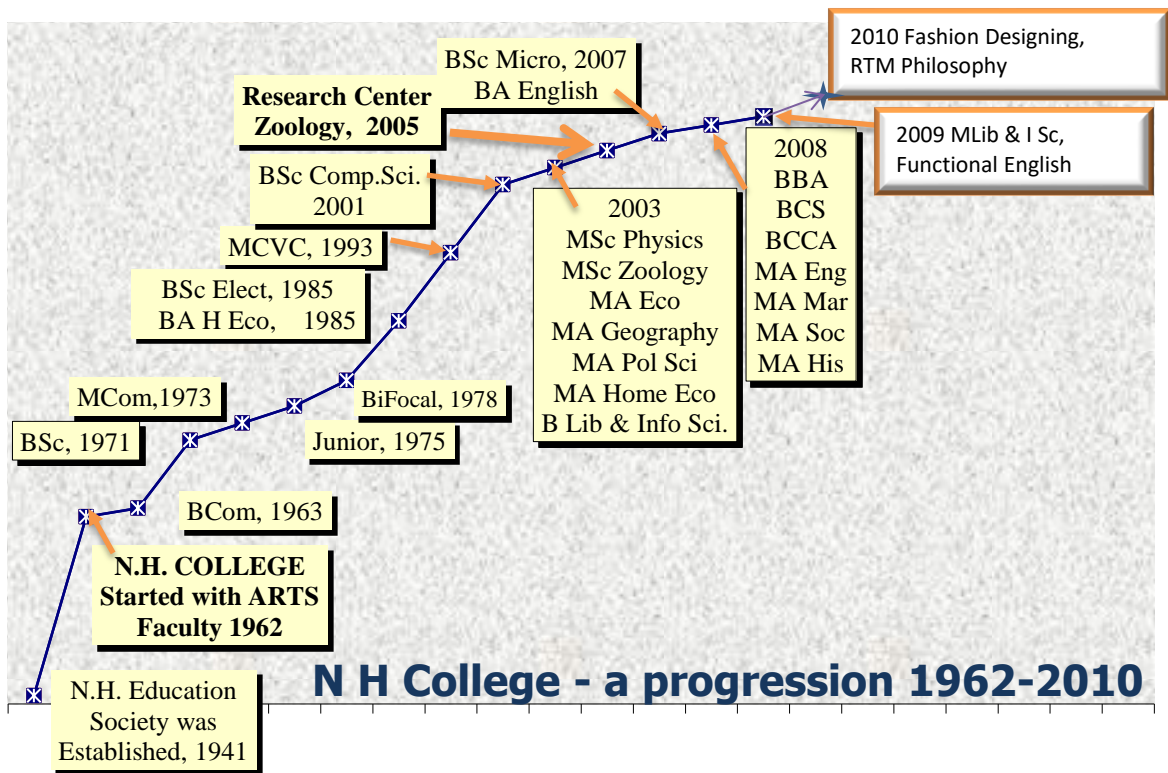
In 1941, the pre-Independence era, NHESB was established at Bramhapuri - the extremely backward, tribal, dense forest area of eastern Vidarbha (then C P & Berar). The region was far removed from any nearest approachable city and the transportation facility was almost non-existent. The natives were faced with a bleak future and only dreamed of education for their children. The journey to excellence was arduous but not insurmountable task, thought the visionaries. The mission of education was undertaken under the inspirational leadership of **Rashtrant Tukadoji Maharaj** the pioneer President of NHESB. With the dictum “ **;kos KkuklkBh] fu?kkos IsoslkBh** ” (“*Step in for Knowledge, Reach out for Service to Mankind*”), the founder President **Late Madangopalji Bhaiya** and his team of dedicated social workers initialized the quest with the introduction of middle school education in 1941 and soon stepped up to High School. In those days, the members of NHESB had to traverse barefooted the vast terrain in search of eligible students and to convince and persuade the parents. A school, exclusively for girls, was opened at Bramhapuri to provide educational avenues to women. Another school was opened at village Navegaon-Pandav. Looking at the quality and facilities, vision and mission, dedication and service, the stakeholder’s faith grew in the NHESB.

The seers sensed the essentiality of expansion to the Higher Education Services in this region. In 1962, NHESB started Nevjabai Hitkarini College with Arts faculty with a vision to contribute into the National development by cultivating the youth-power who can compete with the future challenges. The following year, Commerce stream was started. With continuous enhancement in infrastructure and

improved capabilities, in 1971, Science stream was also started. It was followed by post graduate education in Commerce in 1973.

Besides having the 100 acre agricultural land, the college has well developed infrastructure spread over 42 acre eco-friendly lush green area. To overcome their roadblocks, it provides all the resources to the rural and backward boys and girls for personality improvement and skill development. Special emphasis was on women, economically weaker sections and disadvantaged communities to make them fit into the big global picture.

Keeping pace with the regional requirements, the global competencies, the advances in information technology, the national challenges and the institution's mission and vision, many avenues were opened in various disciplines for the students offering them skill development opportunities to compete in the corporate world. The gradual progression of N H College from 1962 to 2010 is graphically shown here. It has progressed from graduation courses to post-graduate courses and to research level in many disciplines.



The College got better with time. It has presently 43 departments-20 basic teaching departments in Arts, Commerce and science with 32 programmes at UG, PG and Research levels (total options 225), 09 add-on courses departments, 06 vocational (Junior College) and 08 extension service centers. The use of Information and Communication technology, active participation in symposia/workshops and cultural exchanges are emphasized for knowledge and skill exploration.

N H College is:

- *Permanently affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur.*
- *Recognized under section 2(f) and 12(B) by the UGC since 01-01-1968.*
- *Accredited and Awarded B⁺ by NAAC, Bangalore, in Jan'2004. It was a high point in the history of college.*

Recognition as *Centre for Higher Learning and Research* in Zoology is another milestone in the history of College. Research activities in all the PG departments, the meritorious positions of students, their achievements in sports at National and International Level, the kudos in cultural fields, laurels at symposia/workshops and research festivals, the top positions acquired by alumni in teaching, research, social, political and administrative fields and their exemplary services to society have adorned the institution.

The institution strives hard for *Value Added Quality Education, National Integration, Social Awareness and overall Personality Growth*. The backbone of the institution is the teaching and the administrative staff for realization of its defined goals. The staff is provided with all opportunities to enhance their skills and shoulder the responsibilities towards all-round progress of students and society.

As a top planner and performer, the Principal Dr N S Kokode rules the young *hearts*. Besides many coveted recognitions, he has the distinction to represent and offer feedback to National Knowledge Commission as a core member selected from the few principals from Maharashtra State. Students, the gate keepers of tomorrow, are well chiseled out under his leadership to connect to the Rural India and the Global World.

CRITERION I: CURRICULAR ASPECTS

EXECUTIVE SUMMARY

N H College is permanently affiliated to RTM Nagpur University and recognized by UGC under Act 2(f) and 12(B). The college has to follow the guidelines and implement the syllabi framed by the University. Our faculty has contributed significantly towards the enrichment of the syllabi, their restructuring and modernization, keeping in view the needs and trends of modern era so as to prepare the rural youth to face the global challenges. Our faculties represent as chairmen/members of the university Board of Study (BoS) of different subjects; they are invitees to the syllabus framing committees and thus contribute and influence the contents and orientation of the syllabi. Since 1982, 23 of our faculty had representation as chairman or member on university committees like Board of Study, Faculty, Academic Council, Senate, Doctoral Research Committee, Research Recognition Committee etc. Some faculty have also represented on syllabi framing committees outside the University. Dr N S Kokode is representing on Maharashtra State Board of SSC & HSSC (Physics) Education Board, Pune and Advisory Board, YCMOU, Nasik and Member of Faculty of Science and Academic Council, RTM Nagpur University, Nagpur. This provides them opportunities for inter-university interactions and also offers in-depth knowledge of what happens outside the parent university. Dr D A Pardhi is presently Chairman, Board of Study in Geography, Member of Faculty of Social Science and also Member of Academic Council, RTM Nagpur University, Nagpur. Dr A A Dhamani is on University Syllabus Framing Committee for UG & PG. Adhering to the UGC guidelines and the UGC model syllabi, revision or restructuring of the syllabi of all the subjects is a continuous process keeping in view the new requirements of society and industry and.

The college seeks feedback from the students, alumni, parents and employers regarding curricular aspects. The feedback is used by the faculty to modify, update and reform the syllabi. In the last five years, the curricula of almost all the subjects had major modifications at least once. Improving the scope of

understanding, expanding the subject contents, unitization of course material, restructuring of number of papers and redistribution of marks allotment are some of the changes. Major changes incorporated are 1. Computer and IT based syllabi in almost every discipline and 2. Study of Environment Science along with a field project made compulsory for 2nd year UG students of all disciplines.

Realizing the need to keep pace with technology, computer/information technology component has been integrated in the curriculum of a number of courses such as Commerce, Microbiology, Botany, Zoology, Physics, and Electronics etc. The college also offers to its students a twinning programme where a diploma in Rashtrasant Tukadoji Maharaj Philosophy, Fashion Designing and Functional English and courses under continuing education are offered simultaneously with other regular degree courses. The institution also offers self-financed programmes in all the three faculties.

The quality education is the institution's prime consideration. The faculty is engaged in research and projects. In the last three years, six of the faculty members have submitted their theses for the award of PhD, one has been awarded PhD and 17 are working in different disciplines. Three Minor Research Projects are completed and five are going on. The MRPs are highly relevant to meet the social and industrial needs. Students are also actively involved in group and individual projects, over and above the curriculum requirements.

CRITERION II: TEACHING-LEARNING AND EVALUATION

EXECUTIVE SUMMARY

While lectures still form the backbone of teaching-learning, the process is strengthened and made more student centric through student seminars, intensive lab work, projects and assignments, field visits where the curricula demand it, and interactive and communicative dialogue method of class-room teaching. The college has made the learning experience richer and absorbing for the students

- by creating research environment for the staff and the students
- by providing computers and internet connection to every single department
- by constructing an e-library with 10 computers and internet access and subscription to online journals like INFLIBNET
- by installing a central computer lab with 40 computers
- by providing audio-visual equipments to make the lecture method more comprehensive

The teaching schedule and the academic calendar are prepared. They are informed to the students at the time of admission. The progress of the student is monitored continuously by unit tests and also through classroom interactions. Advanced learners are given long-term projects/assignments and special attention. Slow learners are given remedial coaching and regular counseling.

The institution has, on the suggestion of the previous NAAC peer team, started coaching students for NET/SLET/Competitive examinations. The result has been very pleasant in the sense that a high number of our students have tasted success in these examinations.

The college has made the admission procedure completely transparent through dissemination and display of information on its own website, in local and national newspapers and circulars and the use of notice-board. Admission norms are made flexible for students with proven track record in sports. The underprivileged class of students is treated at par with other students. Fee waiver benefit, scholarships, concessions and financial assistance are offered to economically weaker sections.

The college is conscious of quality education. For quality up gradation, the teachers are continuously encouraged to refine their abilities. FDP of UGC was availed by 02 teachers in the last 05 years. There is a vast improvement in research and academic activities. In 2009-10, the teachers attended 100 seminars/conferences and presented 33 abstracts and 17 research papers. The college now has teachers: 06-PhD, 06-PhD theses submitted, 17-registered for PhD,

09-NET, 05-SET, and 09-MPhil. The college makes the selection of teachers stringent and we are justly proud of the fact that the services of over 65% of our faculty are sought routinely as resource persons in various subjects.

Feedback on the performance of the teachers is obtained from the students from time to time and on the basis of these feedbacks, pointers are given to the teachers, if necessary, to improve in the specific areas pointed out.

CRITERION III: RESEARCH, CONSULTANCY & EXTENSION

EXECUTIVE SUMMARY

After the last NAAC Accreditation, thrust on research was the major consideration. The college had emphasized on research environment, study projects and explorative initiatives including synchronization with other institutes. As a result, 08 PhD holding faculties are supervising 44 doctoral researches in Zoology, Physics, Botany, Geography and Physical Education. Supervisory collaboration with 14 eminent faculties from other reputed institutions is also set up. Of the 31 permanent faculties, 06 are PhD, 06 have submitted their theses and 17 are continuing research leading to PhD. In the last five years, the faculties have been able to attract UGC funds of Rs. 7,92,800/- for the 09 minor research projects of which three are already completed. Two Major research projects are awaiting UGC approval. Besides, the teachers are extensively guiding many UG students' study projects (total 88 in 2009-10, 217 by Geography dept in the last five years) and many PG students' projects.

A feather in the cap has been added by the recognition of N H College Department of Zoology as a Centre for Higher Learning and Research by RTM Nagpur University, Nagpur vide its letter no. BCUD/R/2005/1561 dated 19/10/2005 and has stood out as the only institute in the rural area of the University to be conferred with this honour. The centre is being appreciated for the research work, two researchers have been already awarded Ph.D., 06 have submitted their theses to the university and 19 researchers, including one on FDP, are working for Ph.D.

under the guidance of our faculty. Besides, in 2009-10, 11 students were guided for M.Phil. in Zoology. This has now allowed our college to offer a research programme in addition to the UG and PG programmes. In the Dept of Physics, one teacher is awarded PhD, one teacher has submitted thesis for PhD and 04 (including 02 students from other colleges) are working for PhD. Under the department of Geography, 17 research students, including one on FDP, are working towards their Ph.D. and few for M.Phil. There are two researchers in the department of Home Economics as well.

A few of the teachers are working in collaboration with scientists/scholars at the national and international level. A large number of papers, books and abstracts have been published by the faculty in the past five years.

The management realizes the need for supporting and increasing the research component of the college. It has been instrumental in restructuring specific purpose research labs in various departments and in creating the necessary infrastructure. The management has also monetarily helped in organizing research oriented conferences and seminars in the college.

Some teachers in the departments of Botany, Physics, Inland Fisheries, Chemistry and Electronics offer consultancy to various organizations and industries. Since Bramhapuri town is fairly away from the nearest major cities and the town has very few business organizations/industrial units, avenues for paid consultancy are limited. In the next few years, the quantum of consultancy will be raised since a beginning has now been made.

The institution endeavors at 'Youth for Society'. The institution intensively promotes participation of the students and the teachers in extension programmes. Its two NSS units, two NCC units, Cell Against Sexual Harassment & Gender Bias, Women's Study & Service Center, Anti Ragging Committee, Population Education Club, Health Care Unit, etc. are wings to assume the activities. Departmental Associations also join in. Blood donation camps, free health check-up, AIDS awareness and other health awareness programmes and rallies, non-formal education to villagers, flood relief, disaster management etc. are some of the

activities. Departments of Botany and Zoology impart training to the students and the general public in preparing vermicompost, floriculture, mushroom cultivation and apiculture.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

EXECUTIVE SUMMARY

The College has an adequate infrastructure for academic, co-curricular, extra-curricular activities and sports. Spread over 42 acre land, the college has well furnished class-rooms, sophisticated laboratories, computer facility, internet accessibility, an efficient administrative wing, well developed and computerized library, a developed e-library, several departmental libraries, a proscenium which can accommodate 700 guests, a football field, a hockey ground, a cricket ground, two basketball courts, three Volleyball courts, facilities for several indoor games a badminton court, table tennis hall, a well equipped gymnasium, a health care unit for the use of students, girls' common room, vehicle parking lots etc. In addition to these, the college has been beautified with well maintained circular shaped central garden, plantations, college developed forest in about 5 acre land, a botanical garden, medicinal plants nursery and other trees that have been there for decades.

The college library has over 59,000 volumes. The College subscribes to a whole range of national journals and other journals available online. A good number of periodicals are also subscribed. The library is divided into a stack room (with a small reading-room within it), a separate reading room, and an e-library. The library also provides reprographic facilities and internet connection. Every PG department has its own departmental library making access to books easier for the students. The issue-return process and the search for books are completely automated. The library also offers inter-library loan service to the students. Interlibrary borrowing arrangements are initiated.

The College has adequate audio-visual resources – LCD projectors, OHPs, slide projectors, TV, handy cams and cameras. These have found optimum use in the teaching learning process and making the lectures more lively and effective.

The College has a website which is routinely updated. The College is trying to make extensive use of the website to spread awareness, to publicize its excellent facilities, to make admission procedure widely known and transparent and to provide information access to the prospective students living in far-flung areas. The College strives to make optimum use of its infrastructure by allowing the use of its infrastructural facilities by other agencies/bodies/institutions/organizations.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

EXECUTIVE SUMMARY

In the nation building process, the College aims at energetic and vibrant youth. The rural youth are cultured to meet the global challenges. This area of Maharashtra is predominantly rural and backward. The students are generally slow learners and economically strewn but have tremendous desire to learn and progress in diverse fields. There are bright and hardworking students, as well. The college strives to chisel out all of them into sparkling stars. The institution takes every care to cater to their needs without any discrimination, be it caste, creed, community or economic status. A good number of students come from rural and poor background. The college provides them with adequate financial support in the form of scholarships, fee concessions, Student Aid Fund and various college schemes.

The results have consistently improved during the last five years. The college has maintained an overall result around 50% in UG and PG programmes. A high percentage of students results in first class and with distinction. Every year college students secure place in the university merit list. Some of the PG departments have earned success results over 85% with merit ranks. The dropout rate was on the higher side at the time of the previous NAAC Peer Team visit, it is brought under control. It is now under 5% for UG and PG level.

An increasing number of students have passed NET/SLET and other competitive examinations and as compared to the position at the time of last accreditation, a much higher number of students are placed in corporate sector with attractive packages. This has been partly made possible by informal coaching and guidance given by the faculty from time to time. In the last few years, quite a large number of students are enrolled for PhD in Zoology and Geography and three of them (02-Zoology & 01-Geography) have been awarded PhD, 10 have submitted their theses (05-Zoology & 05-Geography) and 28 (17-Zoology & 11-Geography) are working for PhD.

The institution has also organized programmes on a large scale. Students have participated in various extra-curricular activities. They have made the institution proud by winning several inter-collegiate quiz programmes, debate competitions, dance and drama competitions and other cultural events. In sports, they are doing exceptionally well by winning prizes at state and interuniversity level and the District, Divisional and University level as well. The participation of girls in sports is also increased. Extra care is taken about the diet and physical exercises of these players.

The college involves students in improving the quality of its infrastructure and various processes that directly impinge on students' performance and their future. The college has a Students Quality Assurance Cell where the students make several suggestions for improving facilities and the Principal directly takes note of the suggestions and issues instructions to the staff accordingly. Apart from this, the parent-teacher association has also been very productive in improving the service that we offer to our students. The subject associations, the counseling by the staff has also worked well for the students.

The College has a Placement Cell that has been instrumental in organizing Personality Development Courses and English Enhancement Courses to prepare the students for interviews, group discussions, presentations etc. It has also been able to place the students in companies with attractive pay packages. The college has an Alumni Association. This association was of major assistance in organizing the State Hockey Camp for training and talent hunt in sports skill. Quite a few of our alumni have donated freely to the college. These donations have been in the form of equipments or awards or tree guards.

To make them rock at their very best, highly proficient and efficient additional support centers for their growth are: Remedial Coaching, Career Guidance Cell, NET/SLET Guidance Center, Central Multimedia Center, Reading/Study rooms, Library facilities, entry in services for SC/ST/OBC, sports facility, Medical Checkup, Health Center etc.

CRITERION VI: GOVERNANCE AND LEADERSHIP

EXECUTIVE SUMMARY

The institution has a well defined “Vision and Mission”. The statements find a good resonance in the higher education policies of the nation. The activities of the College are directed towards achieving the ideals stated in its Vision and Mission. N H Education Society, Bramhapuri (NHESB) collectively with the Principal and the Staff manage and guide the college in its quest for excellence. The NHESB holds meets at least three times a year. It holds regular meetings and dialogues with the Heads of Department, with the faculty, the administrative staff and the students. It discusses their problems, finds their aspirations and seeks their opinions in order to chalk out a course which is in consonance with the core competence of the staff and which enhances the quality of education imparted to our students.

The Local Managing Committee (LMC) is a body which has the Principal as ex-officio Secretary, three teacher-elected representatives and one non-teaching staff elected representative along with executive members of the Society and local experts. LMC is a platform for the staff for active participation in administration and expression of ideas for improvement of academic environment. The Education Society, The Principal and the LMC together guide the institution in a manner that is entirely participatory. They welcome the opinions of the staff and the stakeholders and take them into account while deciding the future line of action. Also, through LMC, staff of the College seeks redressal of their grievances.

The management takes keen interest in the functioning and the progress of the institution. The management is committed to the value based culture and has been instrumental in creating an environment conducive to participatory learning.

Delegation and decentralization of work is the norm for general administration. It is achieved through the formation of several committees that look after different interests of the institution. The Principal organizes regular meetings of the Heads of the Department and Directors of the PG Courses as well as conveners of different activities, Committee Chairmen and Cell Officers-in Charge to monitor the progress made, the problems faced and the needs felt by each section. Meetings with the Students Quality Assurance Cell (SQAC) are also held periodically to assess the needs of the students and get their feedback. These regular meetings enable the Principal to prepare a detailed narrative and enumerative report encompassing all the activities from all the facets of the institution. This report is prepared and is presented to the management. The management too, as pointed out earlier, meets the staff and the students regularly to review the activities of the institution.

The Management pursues its administrative policy with the primary aim of enhancing the quality of teaching and improving the standards. Each year, the management and the Principal have sustained a practice to issue letters of commendations and present memento to those members of the staff who render exemplary service. The achievements of the members of the staff are also recognized and lauded in the College Council Meeting. Likewise, several prizes are given to the students on the eve of Independence Day, Republic Day and Teachers Day in the "Academic Excellence Awards" ceremony for excelling in various curricular and extra-curricular activities. But, perhaps the most effective step that the management has taken is the involvement of the staff, the students and other stakeholders in the decision-making process in the firm belief that when the members of the institution are involved as decision makers, the institutional processes are always run more efficiently because of their feeling of involvement.

The College has set up an "Internal Quality Assurance Cell" (IQAC) to initiate and monitor academic and all-round qualitative development of the College in the

post-NAAC scenario. Similarly, the College formed “Students Quality Assurance Cell” (SQAC) to involve students into voicing their opinions and thus involve them in the processes that impinge upon decision making. The several Committees and Cells like Students’ Welfare Committee, Admission Committee, Parents/Teachers Association, Time Table Committee, Examination Committee, SQAC, Consultancy and Placement Cell, etc. are responsible for streamlining and coordinating all such internal processes that are necessary to facilitate successful management of college resources. Students’ Grievance Redressal is a part of functions incorporated in SQAC.

CRITERION VII: INNOVATIVE PRACTICES

EXECUTIVE SUMMARY

N H College has developed many unique and innovative practices and several mechanisms for quality assurance.

At the end of every academic session, a College Council meeting is called. The entire staff- senior, Junior, MCVC and administrative- is invited and, for the next academic session, committees for various portfolios are formed. The portfolios include observatory bodies comprising experienced faculty and officers-in-charge. The objectives of portfolios are clearly specified. For 2010-11, there are 45 portfolios and 14 officers-in-charge. Some of these are Internal Quality Assurance Cell (IQAC), Students’ Quality Assurance Cell (SQAC), Students Guardianship Scheme (SGS), Cell against Sexual Harassment & Gender Bias, Parent-Teacher Association, UGC Scheme Planning, Project and Research Committee, Library Advisory Committee and several other committees which are monitoring and implementing diverse facets of the college life. SQAC and SGS include grievances redressal mechanism.

To ensure that the policy goals are actualized within the stipulated time frame, the committees supervise all activities with respect to academics and administration. Owing to these committees, the college has a highly effective system

in place to regulate and maintain the exacting standards of its academic and administrative systems.

The National Day functions, 15th August and 26th January, birth and death anniversary of prominent personalities are organized to imbibe moral values and national integration. That also let them feel the sacrifices and hard work done by the leaders of the nation.

To instill self-confidence and self-reliance among the students of weaker sections, the college has introduced Earn and Learn scheme. In the Students Guardianship Scheme, vital data about academic, social and economic status of students is collected, that helps in the initiation of remedial measures in the problem areas.

Apart from this, there are Departmental Associations of students who organize several programmes throughout the academic year and as such make the students learn life skills of organizing programmes. The leadership relates them to the members of the human society at large. These associations are an important bridge between the curricular activities and the co- and extra-curricular aspirations of the students. The Associations also serve as a podium to the students in self-governance since most of these are run entirely by students.

The college strives to sensitize its students to the needs of different strata of the society. The college achieves this through its extension work and outreach programmes. The students volunteer for these extension programmes and learn through the extension work.

CRITERION I: CURRICULAR ASPECTS

EVALUATIVE REPORT

1.1 Curriculum Design and Development

1.1.1 State the vision and mission of the institution, and how it is communicated to the students, teachers, staff and other stakeholders?

The **vision** statement of the college is (in Marathi, an adage of Rashtrasant Tukadoji Maharaj):

“यावे ज्ञानासाठी, निघावे सेवेसाठी”

“YAVE DHNANASATHI, NIGHAVE SEVESATHI”

“Step in for Knowledge, Reach out for Service to Mankind”

is the maxim and conviction of N H Education Society and N H College.

The **mission** is to:

- Focus on knowledge dissemination without discrimination
- Provide equal opportunity without bias to creed, caste, gender or status
- Instill professionalism, competency and skill
- Indoctrinate critical and analytical judgement
- Inspire commitment to community
- Infuse human values and National Integration
- Reach out for the service of society

The academic environments is so developed that it naturally infuses the institution's spirit and values. The activities in the college premises eulogize the teachings of great personalities.

The vision is engraved on the college entrance arch. As for documentation form, the vision and mission of the institution is clearly stated in the college information brochure, advertisements and pamphlets. The vision and mission of the institution are conveyed to the students through the

orientation and welcome programmes conducted at the beginning of each academic session and to the parents in the first meeting of the parent-teacher association.

The relevant and noble teachings of great personalities are displayed prominently around the campus so that, even while loitering around, the students are made to think and reflect.

The vision and the mission are also reflected in the steps that our college takes from time to time. These form the backdrop of all our activities such as classroom teaching, research, extension work, co-curricular activities and the new courses that are introduced from time to time.

1.1.2 How does the mission statement reflect the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientation?

The N H Education Society is an Institution in itself. The founder visionaries followed the ideals of Mahatma Gandhi and Rashtrasant Tukadoji Maharaj. The founder stalwarts had participated in India's 'Freedom Movement' and had long association with these peers. The freedom struggle at Chimur, a village close to Bramhapuri, is famous for people's revolution in the history of India's Freedom Movement. This invaluable heritage and spirit of National Integration composed the basic mission of this college to infuse moral values, earn quality education and reach out for the service of humanity and national development.

About 75 years back, this area of eastern Vidarbha of Maharashtra (then C.P. & Berar, a part of Madhya Pradesh), far removed from cities (more than 120km from any nearest city) and scant transportation facilities was predominantly backward, tribal and economically weak and even primary education was only a dream for new generation. In those difficult years, the N H Education Society was established at Bramhapuri to realize the need of basic education in Eastern Vidarbha districts like Chandrapur, Bhandara,

Gondia and Gadchiroli. The facility of education was made available to the masses in this backward and tribal area covered by dense forest and where class and caste bias smothered the availability of educational opportunities. At the time when education was unheard of, our institution pioneered to open the educational avenues right from the elementary level and gradually progressed towards higher education including doctoral research in Arts, Commerce and Science providing latest technological advancements.

The mission was to impart education to the youth of this vast Rural, Tribal, Backward and Economically weaker section of society and develop them at par with the blessed city youth so as to contribute in the nation's progress. Since its establishment in 1941, N H Education Society, through its three schools and one college, strove hard to establish equality among the students without any bias of caste, creed, status or gender, struggled to provide them the best of education that they dream of, deserve and desire. It helps them surmount all the hurdles in the corridor of education.

The College takes utmost care of upholding the moral values which are reflected in the vision of college. “;kos KkuklkBh”(Step in for Knowledge) welcomes and invites all, irrespective of creed and caste, to gain knowledge from all resources. The college offers all assistance including economic, academic, remedial, counseling and health-care so that the students do not falter in the pursuit of their educational goals. The institution strives to build youth infused with values and knowledge. “fu?kkos IsoslkBh” (Reach out for Service to Mankind) is an important aspect of the adage. The learners are made aware of the needs of society from all perspectives; make them understand the problems around; acquaint the youth of their goal in life and gear up to serve the deprived class of society. The youth energy is directed towards the nation building process. The institution's objective is streamlining the youth energy into the service of the country.

- 1.1.3 *Are the academic programmes in line with the institution's goals and objectives? If yes, give details on how the curricula developed / adopted, address the needs of the society and have relevance to the regional / national*

and global trends and developmental needs? (access to the Disadvantaged, Equity, Self development, Community and National Development, Ecology and environment, Value orientation, Employment, ICT introduction, Global and National demands and so on)

Our academic programmes are well in line with the institution's goals and objectives.

Imparting the basic education to the illiterate masses of this backward and tribal area was main aim in the beginning. Hence, commencing with Arts faculty in 1962, immediately followed by Commerce faculty in 1963, the college has provided basic higher educational avenues to the students of this region. Commensurate with requirements, science **faculty was opened in 1971 followed by post graduation in Commerce in 1972**. The three are the basic branches of education and their curricula, as designed by the University, are in line with requirements and are regularly revised. The 10+2+3 pattern was adopted in 1975. Taking note of need of skill development avenues, Bi-focal vocational courses and the Minimum Competency Vocational Course (MCVC) were introduced. As modern era of ICT dawned and students demanded job and career oriented education; Electronics, Computer Science, Microbiology, Home Economics and PG programmes in Science and Arts were started. Correspondingly, infrastructure had to be augmented. The response to new courses was overwhelming. The institution maintained the quality of education far above the ground and at par with urban atmosphere. That compelled starting of Research Programs in the form of Higher Learning and Research Centre. The IT explosion caused introduction of Job oriented and professional programs like BCA, BBA, BCCA, BLib & Info Sc, MLib & Info Sc and certificate courses.

This clearly shows that the institution addresses the needs of the society and orients itself adapting to the regional, national and global trends and developmental needs.

For the students who come from the rural background and are poor, in the basic disciplines General Science, Arts and Commerce, the college offers graduation programmes that stand to benefit them in their rural milieu. Besides graduation courses, the college offers Post graduation programmes— M.Com. in Commerce; M.A. in eight subjects - Geography, Economics, Home Economics, Political Science, Sociology, History, English, Marathi; M.Sc. in two disciplines Physics and Zoology; B.Lib. & Info. Science and M.Lib. & Info. Science under Library Sciences. In addition to these programmes, advanced programmes in Microbiology and Computer Science, Professional courses BCA, BBA, BCCA and certificate courses in Fashion Designing and Functional English are also made available to the students to develop their job oriented skills and to create employment opportunities.

These professional courses help the students, hailing from different economic and developmental background and disadvantaged community, by enabling them to keep in step with the global trends.

While offering the above courses, realizing regional developmental needs, the college has successfully introduced doctoral research programmes in Zoology. This initiative, on the part of the institution, made it to rank high among the colleges affiliated to the RTM Nagpur University when it was recognized as a “Place of Higher Learning and Research”. Inception of this programme has helped the institution to retain its prime position in the field of education in the region and go along with the global trends while remaining conscious of the responsibilities towards the realities of the region.

It must be mentioned here that, especially for women, the undergraduate program in Home Economics was started to attract and educate the fairer sex. The certificate course in Fashion Designing is bound to create professional opportunities to women in the area.

The certificate program in Philosophy of Rashtrasant Tukadoji Maharaj and various best practices contribute towards value education and character building of the youth.

All of these academic programs and college initiatives of nurturing tomorrow's youth are aimed at achieving the institution's mission, goals and objectives.

1.1.4 How does the curriculum cater to inclusion/integration of Information and Communication Technology (ICT) in the curriculum, for equipping the students to compete in the global employment markets?

For all the disciplines, the syllabi revisions introduced ICT as an integral part. Even the traditional courses are revamped to incorporate computer and communications knowledge essentials.

- The BSc (mathematics stream) has:
 - Compulsory C++ programming study incorporated in practical for I, II, III year in Physics
 - Computer programming & functional mathematics in Mathematics.
- The electronics stream has ICT applications and hardware.
- BSc (Biology stream) has computer study included in syllabi of Botany and Zoology.
- In Commerce stream, the 1st year has a compulsory paper of Basics of Computer & Statistical Techniques and packages like Tally and Accounting in the following years.
- The other professional programs BCA (Science), BBA (Bachelor in Business Management) and BCCA (BCom in Computer Applications), as the name itself indicates, are ICT based advanced courses.
- B. Lib. & Information Science and M. Lib. & Information Science (braches of Library Science) have study of computer technology included to modernize the library services.
- Certificate course in Functional English has English Lab - the computer assisted learning methodology for enriching fluency in English.

The PG and researchers use computer assistance like internet, e-library, INFLIBNET, LCD projectors and power point presentations to

enhance their understanding of subject matter and improve their presentations.

Thus, the curricula is restructured and revamped to the extent that the students' employment prospects and competency are enhanced in the corporate industry and in the global market.

Apart from this, the institution is planning for few ICT-enabled classrooms where the teaching will be done using internet and other electronic resources. The College has established a central computer lab in the Computer Science Department for the use by all the students.

1.1.5 Specify the initiatives and contributions of the institution in the curriculum design and development process. (Need assessment, development of information database, feedback from faculty, students, alumni, employees and academic peers, and communicating the information and feedback for appropriate inclusion and decisions in statutory academic bodies, Membership of BOS and by sending agenda items etc.)

N H College is permanently affiliated to RTM Nagpur University, Nagpur and as such has to follow the curricula designed and promulgated by the University. The curricula are designed by the faculty representatives on university Board of Study (BoS) in each subject. The regional requirements, feedback from stakeholders and suggestions are communicated to the members of BoS for necessary considerations. The experienced faculty in the Board of Study are the experts in their fields and, while framing or restructuring syllabi, take into account the challenges and needs of changing era, regional requirements, feedback from stakeholders, discussions with peers in the field and the generated database information. The restructured syllabi are further refined by university higher body like Academic Council and it is approved by the university.

The N H College faculty has contributed significantly towards enrichment of the syllabi, their restructuring and modernization keeping in

view the needs of modern era. A number of our faculties have remained in the past and are presently chairmen/members of the BoS of different subjects or invitees to the syllabus framing committees and as such have contributed and influenced the contents and orientation of the syllabi. (Pl refer *Annexure IX* - Representation on university committees)

Since 1982, 24 of our faculty had representation as members of Board of Study and six of our faculties have graced Chairmanships. They are Dr D J Tembharey (Maths), Prof S R Bajaj (Physics), Prof P K Kotia (English), Dr W R Bhandarkar (Zoology), Prof S B Changole (Geography) and Dr D A Pardhi (Geography). Many of our faculties also have represented on university committees like Faculty, Senate, Doctoral Research Committee, Academic Council, Research Recognition Committee etc, many of them for more than one term.

Some faculty also represented on syllabi framing committees outside the University. Dr N S Kokode, who had four terms as member of BoS (Electronics), three terms on Faculty of Science and a term as a member of Academic Council in RTM Nagpur University, also represented on Maharashtra State Board of SSC & HSSC (Physics) Education Board, Pune and Advisory Board, YCMOU, Nasik. Prof D A Pardhi is presently Chairman, Board of Study in Geography. Up gradation or restructuring of the syllabi of all the programmes is a continuous process keeping abreast to the latest requirements and challenges of society and industry and the guidelines issued and the model syllabi framed by the UGC.

There is direct contribution of college in framing some university syllabi. Recently, some of the faculty has developed syllabi independently and, on submission, the University accepted and promulgated the add-on courses:

- Dr N S Kokode developed syllabus on '**Philosophy of Rashatrasant Tukadoji Maharaj**' as value and career education.

- Prof M A Sheikh framed the syllabus on '**Functional English**' keeping in mind the regional students' language proficiency needs for job placements and career advancement.
- Prof S J Tidke and Prof M A Sheikh jointly designed the syllabus on "**Personality Development & Language Enhancement**" course under 'Jeewan Shikshan Abhiyan' and it was approved by 'The Director, Population, Adult & Continuing Education department, Nagpur University, Nagpur'.

1.2 Academic Flexibility

1.2.1 *What are the range of programme options available to learners in terms of Degrees, Certificates and Diplomas?*

Please refer *Annexure IV*- Programme Options.

With three streams arts, science and commerce, the college offers choices as detailed in the table. In each stream, several programmes are available to the students of the region and they can choose according to their interest, capabilities and professional needs.

As elaborated in the table, in BSc-Maths branch of science for, a student can select either the basic group PCM or any professional group with Electronics or Computer Science, thus having 04 choices at undergraduate level and a student can pursue higher study in MSc Physics if Physics is one of the optional subjects.

Similarly, in BSc-Biology branch of science, with Chemistry as common, the student can choose the basic group CBZ or opt for professional subject Microbiology in place of Botany or Zoology. The student can continue higher studies in MSc Zoology and further up to MPhil and PhD in Zoology.

The student can opt for a purely professional UG course BCA in Science, BCCA in Commerce and BBA in Arts stream (& Commerce as well).

The syllabi of these courses are well structured, practical and project oriented for the development of professional competency.

In commerce stream there is solitary option each at UG and PG because the course study includes all relevant aspects like Accounting, Business Economics, Monetary Economics, Company Laws, Secretarial Practice, Organizational Behavior, Operation Research, Advertising, Sales Management and Market Research, Financial Management, Specialization in International Marketing etc and above all the detailed course on Human Resource Development.

The options available for UG Arts student are enormous, theoretically 192, because a student has to select any three subjects for graduation from 04 groups of 08 subjects. The 04 groups are: Economics/Home-Economics; Political Science/Sociology; History/Geography; English Literature /Marathi Literature but student usually stick to some popular combinations. In addition, English and Marathi languages are compulsory subjects. Post graduation is also available in 08 subjects Geography, Economics, Home-Economics, Political Science, Sociology, History, English, and Marathi for a student of Arts faculty. The overall medium of instruction for Arts and Commerce is Marathi, however, the college has introduced BCom English medium for commerce stream so as to have an edge over others for employment opportunities. The PG Arts students have option to continue higher education leading to MPhil and then up to PhD (since the college is a workplace for MPhil & PhD in many subjects).

There are three certificate courses offered by the college- fashion designing, functional English and Philosophy of Rashatrasant Tukadoji Maharaj. Besides there are certificate courses under continuing education offered simultaneously with other degree courses.

The college has taken initiatives in bridge courses and Remedial Coaching for the students of weaker sections, counseling and training

programmes to prepare students to face UPSC, MPSC competitive examinations, NET, SLET etc.

1.2.2 Give details on the following provisions with reference to academic flexibility, value addition and course enrichment:

- a) *Core options*
- b) *Elective options*
- c) *Add on courses*
- d) *Interdisciplinary courses*
- e) *Flexibility to the students to move from one discipline to another*
- f) *flexibility to pursue the programme with reference to the time frame (flexible time for completion)*

- a) **Core Options:** The College provides three core options- Science, Arts and Commerce. In science, students can opt for Mathematics branch or Biology Branch and can select their choice from the options in each branch as detailed in response to 1.2.1 above. In Arts also, there are large number of options of subject-combinations from which proper selection is to be made.
- b) **Elective Options:** Once a student makes his choice of core and subjects-combination for admission at UG level, he/she is not allowed for, as per university statutes, any change till the completion of graduation. There are no internal electives in any subject during graduation. For PG programs in Arts, Commerce and Science, there are many electives in the final year and students are allowed to opt for any elective. There are diverse fields of specialization incorporated in the syllabi of each discipline and students can avail them.
- c) **Add on Courses:** Importance of Add on courses is recognized by the institution for job competency in view of careers scenario. The college has introduced UGC sponsored courses in '*Functional English*' so as to develop fluency in English, '*Fashion Designing*' for creating opportunity of self-employment and skill orientation and '*Philosophy of Rashatrasant Tukadoji Maharaj*' for value and career education respectively.

Besides there are certificate courses, under **continuing education**, offered simultaneously with other degree courses.

Importance of **distance education** is well understood by the institution for the benefit of all the students, inside or outside, who are disadvantaged from continuation of their pursuit of education or want to enhance their capabilities and skills. The distance learning YCMOU courses in BA and BCom are implemented.

- d) **Interdisciplinary Courses:** As per the University and government regulations, the college has no interdisciplinary courses in the core groups but department of Computer Science takes up related courses and has students from all the core branches. The certificate courses, distance learning YCMOU courses and Add on courses are open to students of any core or discipline.
- e) **Flexibility to the students to move from one discipline to another:** Only during the transitory period of admissions and in genuine cases, the students, on request, are allowed to alter disciplines. The students can pursue any one discipline. If a student finds it difficult to manage the chosen core branch or selected group in the middle of any session, he/she can opt for desired change by taking admission to 1st year of the next academic session.
- f) **Flexibility to pursue the programme with reference to the time frame:** In the annual pattern of examinations or certificate courses, if a student, for some reasons beyond his/her control, cannot complete his/her course or fails in minimum requisite class attendance or fails in some papers or cannot continue for some other reasons, he/she can take readmission in the next session and continue education or he/she can appear for supplementary university exams until he/she completes the course. The student can clear all his/her papers of a given session by appearing for successive exams following the stipulated rules of the university. The university has allowed facility of **ATKT** (allowed to keep term) wherein if a UG student fails in less than half the number of subjects offered at annual exam (fraction is to be ignored), he/she can take regular admission to the next year of UG and clear

the back or dropped papers of previous exam in supplementary exam. He/she has another chance to appear for still unclear subjects at the next annual exam along with those of regular class. A student is not allowed admission to 3rd year unless all the papers of 1st year are cleared. If a student fails to qualify for concession under ATKT, he/she is not allowed regular admission to the next year unless back subjects are cleared; there is no specific time frame for this. If there is a break in education for some reasons, he/she can appear for the examination as an external student, there is no specified time frame for this. Similar are the rules for ATKT concession to PG students with only change that the fraction of half the number of offered papers is converted to next higher digit.

The course contents or optional programs are continuously enriched by the university to remain in step with the global needs; in that case the failing students are given few more attempts to complete the older options or older syllabi if they desire so.

1.2.3 Give details of the programmes and other facilities available for international Students (if any)

Programmes available for international Students :

The college presently has basic UG programmes in Science, some professional UG programs, the PG programmes in Physics and Zoology and the Centre for Higher Learning and Research in Zoology for doctoral programmes, for which the medium of instructions is English and which can be beneficial to international students.

Facilities available for international Students:

The 42 acres of huge eco friendly campus, spacious buildings, hostel accommodation, sporting arena, health centre, big library and above all the academic environment and knowledge hub are with us to attract international

students. The facilities like medical, transportation by rail or road, residential and catering are also available in Bramhapuri town and other facilities can be arranged specifically for international students. Though located in rural area, about 120 km from any nearest city, the college is prepared and eager to welcome international students for educational programmes.

1.2.4 *Does the institution offer any self-financed programmes in the institution? If yes, list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification and salary etc.*

The College provides the following self financed programmes:

PG self-financed programmes:

1	M.Sc. Zoology
2	M.Sc. Physics
3	M.A. Geography
4	M.A .English
5	M.A. Marathi
6	M.A. History
7	M.A. Political Science
8	M.A. Sociology
9	M.A. Economics
10	M.A. Home Economics
11	B.Lib. & Information Science

12	M.Lib. & Information Science
13	Ph.D. in Zoology
14	Ph.D. Geography(<i>workplace</i>)
15	Ph.D. Commerce (<i>Workplace</i>)
16	Ph.D. Poli Science(<i>Workplace</i>)
17	Ph.D. Economics(<i>Workplace</i>)
18	Ph.D. Physical Education(<i>Workplace</i>)
19	M.Phil. Geography(<i>workplace</i>)
20	M.Phil. Zoology(<i>workplace</i>)
21	M.Phil. Home Economics (<i>Workplace</i>)
22	s (<i>Workplace</i>)

UG self-financed programmes:

1	B. Sc. (Microbiology)	
2	B. Sc. (Comp. Science)	
3	B.C.A. in Science	
4	B.B.A. in Arts/Commerce/Science	
5	B.C.C.A. in Commerce	
6	B. Com. English Medium	
7	B.A. (add. section)	
8	Cert Course In Rashtrasant Tukadoji Maharaj Philosophy	
9	Cert Course In Fashion Designing	UGC sponsored career oriented Programmes
10	Cert Course In Functional English	

- The college has 10 UG, 12 PG, 04 MPhil (workplace) and 06 PhD self financing programmes concurrent with grant-in-aid 05 basic programmes in core branches.
- The University permission has to be sought before commencing any self financed program.
- The college cannot exceed the permitted strength and has to follow the university decided fee structure (as detailed in Criterion-wise Inputs Criterion I: Curricular Aspects 2.) and syllabi for each programme.
- The college management strives hard to provide quality education to all the students. Once admitted, all the students are cared at par. There are no differences of approach or treatment between the students of grant-in-aid and the students of self-financing courses. The teachers' minimum required qualifications are also the same. There is an overlap of faculty who teaches these courses, that ensures even quality assurance across all types of courses. To manage the large number of self financed courses, the regular faculty is given additional responsibility to look after the proper completion of these courses and in many cases additional workload. By proper procedure of advertisement and interview, the management appoints additional required number of teachers on contract basis or clock hour basis or appoints Emeritus Professors.
- The college has limited freedom in running self-financing courses.
- The college has better mechanism in admission to self financed courses. Admission to these self-financing courses is through merit and interviews both, judging the candidates' communicative and thinking abilities by the properly constituted admission committee.
- The curriculum of these courses is as per the affiliating University i.e. RTM Nagpur University. Some of these courses provide for on-the-job-training.
- The fee structure for self-financing courses is strictly as per the University norms in each course.

- The management releases salaries as per Govt. of Maharashtra State rules and UGC scales wherever possible. In case of teacher appointed on contract basis or clock hour basis, a tidy and consolidated salary is released and yearly increments are given to the teachers as incentives.

1.3 Feedback on Curriculum

1.3.1. How does the college obtain feedback on curriculum from

- a) Students?*
- b) alumni?*
- c) Parents?*
- d) employers / industries?*
- e) academic peers?*
- f) community?*

N H College realizes and values the feedback from the stakeholders. The feedback mechanism shows that an institution remains socially relevant through meaningful dialogues and interactions. The faculty members make use of all opportunities to interact with the students, alumni, parents, employers and academic peers during academic, social, cultural events and meetings inside and outside the campus and welcome formal or informal suggestions. Any suggestions about the improvement in the working of the institution and in handling curricula are actively sought during parent-teacher association meetings, during alumni association meetings and during the students' quality assurance cell meetings. When industry representatives re-visit the college, feedback about the performance of our students, selected earlier in the campus in their industry, is sought from them.

The college has developed a mechanism to obtain feedback. Feedback formats are prepared for students, alumni and parents and the inputs are analyzed and submitted to the Principal. In the Student Guardianship Scheme, students have to fill in a self profile that provides valuable inputs. Similarly Student Guidance and Career Development Cell and Student Quality Assurance Cell also provide inputs.

Mechanism to obtain feedback

From Students	:	Feedback Forms (format <i>Annexure- XVII</i>)
From Alumni	:	Filling of Feedback Forms
From Parents	:	Through meetings and interactions
From Employer	:	Principal's confidential report (<i>Annexure- XX</i>)
From academic peers	:	Register is maintained, Feedback forms filled, emails/Letters received.
From community	:	Consulting/ visiting reputed personalities of different professions like doctors, Engineers, Advocates, Govt. servants, Farmers, labors etc.

1.3.2. *How is the above feedback analyzed and the outcome / suggestions used for continuous improvements, and communicated to the affiliating university for appropriate inclusion?*

The staff of each department or portfolio analyze the feedback, may it be formal or informal. The feedback is analyzed on two different counts:

1. Those suggestions that do not warrant a change in the curriculum and are about improving the curriculum by internal adjustments (the ways in which practical is conducted, different teaching methods are followed, general improvements, suggestions by the industries to incorporate a simple variation in a commonly used procedures etc.)
2. Those suggestions that can only be implemented by changing the curriculum.

The first type of suggestions is tackled in house and changes are made by the Principal in consultation with staff, if the suggestions have merit. The second type of suggestions is noted down and is presented to the University for consideration and the needful change in curriculum. Many of our faculty members represent various Board of Studies of the RTM Nagpur University. This makes it easier to voice the feedback at university level and pursue the suggestions to be incorporated in the curricula.

From the profiles the students have to fill, the Student Guardianship Scheme generates invaluable data on students' status, general as well as individual, regarding their academic, social and economic status, different abilities, special skills and handicapped students. The data is compiled and analyzed by the teacher guardians and submitted to the chairman who, in consultation with the Principal, initiates remedial measures as a continuous process of system improvement.

1.4 Curriculum update

1.4.1 What is the frequency and the basis for syllabus revision and what are the major revisions made during the last two years?

The university Board of Study (BoS) takes initiatives as regards to syllabi revisions. The tenure of BoS is 5 years. The frequency of syllabus revision is about 3 years. On an average, major changes in the syllabi are brought about every three years. Minor changes and modifications can be done in every session.

As per the National policy, all the syllabi have been revised and they are reconstructed at par with UGC syllabi.

During the last two years, major changes have been made in M.Sc. Zoology, M.Sc. Physics, M.A. English, B.Sc. Microbiology, B.Sc. Physics and Electronics, B.Sc. Computer Science, B.Sc. Zoology, B.A. English, B.A. Sociology, B.A. History, B.A. Political Science, BCA, B.Com, M.Com. and few other subjects.

1.4.2 How does the institution ensure that the curriculum bears a thrust on core values adopted by NAAC?

N H College is not an autonomous institution and has no freedom to design curricula for the subjects it offers to the students. N H College is permanently affiliated to RTM Nagpur University, Nagpur. The College is bound to implement the curricula promulgated by the University. RTM Nagpur University has adopted the UGC framed courses. The curriculum adopted is as per UGC guide lines. Evidently, the present curriculum bears a thrust on core values adopted by NAAC.

1.4.3 Does the institution use the guidelines of statutory bodies (UGC/ AICTE / State Councils of HE and other bodies) for developing and/or restructuring the curricula?

The institution follows the syllabi for various subjects as designed by the RTM Nagpur University. In the last two years, RTM Nagpur University used the guidelines of UGC and revised the syllabi as a part of national policy drafted by UGC. Hence the syllabi are as per UGC. The syllabi have considerable contribution from the college faculty members who have representation in Board of Studies. These syllabi have been designed keeping the UGC National syllabi in focus and retaining the major focus of these national syllabi. As per the directives issued by State Council of Higher Education of Government of Maharashtra, the subject Environmental Science was made compulsory to all UG students.

1.4.4 How are the existing courses modified to meet the emerging/ changing national and global trends?

The recent past has seen drastic changes world over in terms of technological advancements, computer and communications, information explosion, global economy and even social and political structure and at the same time creating new challenges of global village before the newer generation. India is taking proud strides towards global leadership. The responsibilities of academic institutions have increased manifolds.

Accordingly, new courses and course contents are restructured to meet the global trends.

ICT is introduced in almost every discipline. The traditional subjects like Physics, Mathematics and Chemistry are enriched in course contents and methodology, research orientation is also increased. Environment Science is introduced and made compulsory for all UG students. Subjects like digital electronics, computer science and microbiology are introduced and modernized from time to time. Personality Development, Functional English and other skill enhancement programs are initiated to increase students' skills for job placements in corporate sectors.

The PG and researchers are continuously encouraged to use computer assistance like internet, e-library, INFLIBNET and other modern information tools to keep tab on latest relevant knowledge in the world and to enhance their understanding of the subject matter.

Thus, the curricula is restructured and revamped to the extent that the students' employment prospects and competency is enhanced in the global markets.

The relevance of the changes in the syllabi in meeting ever changing global and national trends is borne by the testimony to the fact that an increasing number of N H College students have appeared in the NET/SLET and competitive examinations and succeeded as well. A number of students completing UG and PG courses are absorbed in research institutions, different engineering colleges and in private sectors.

1.5 Best Practices in Curricular Aspects

1.5.1 What are the quality sustenance and quality enhancement measures undertaken by the institution during the last five years in curricular aspects?

For quality sustenance and quality enhancement, the institute undertakes various measures.

1. Measures are adopted and facilities are provided to encourage involvement of all the staff and PG students in research and research projects. Those who do not possess PhD have registered for PhD. Those who have PhD are engaged in advanced research, supervision and Major Research Projects. The result is, in recent past, one teacher was awarded PhD and six have successfully completed their investigative work and have submitted their theses for PhD. This has undoubtedly created research atmosphere in the college.
2. Research laboratories are developed in Physics, Zoology and Geography. The research lab development in Botany and Home Economics is on the anvil. The laboratories are well equipped and modernized.
3. Teachers are encouraged to avail FIP and other fellowships.
4. Teachers are encouraged to avail UGC grants for major and minor research projects.
5. Three Minor Research Projects (MRP) are completed by the staff in the last three years and six MRPs are in progress. Approvals to two proposals of Major Research Projects are being awaited.
6. Institute regularly organizes National level Seminars and workshops. The staff members and PG students are motivated to attend National and International level Seminars and Conferences with their research papers to be published and presented.
7. Intercollegiate and collegiate seminars are organized.
8. Prominent speakers, experts in various fields are invited for talk and guidance to students and staff.
9. Students' study tours, field visits and on the spot study are carried out
10. The staff members are motivated to seek representations on the university academic bodies and interact increasingly with peers in the field.

11. Students are involved in projects, seminars, conferences and leadership development programmes.
12. Students and staff are made to participate in 'AVISHKAR'- the research festival.
13. The library is expanded in space and enriched with computerization, networking, INFLIBNET, e-library, reference books, new journals and periodicals
14. Planning of the completion of curriculum in a year is done at the beginning of session and each HoD takes follow up of progress according to the teachers' planning.
15. College plans the academic calendar of the year, gives it wide publicity by providing information brochure to the students, parents and teachers.

1.5.2 What best practices in 'Curricular Aspects' have been planned/ implemented by the institution?

- The College instructs the teachers to maintain Diary of curriculum completion, progress and activities. The diary includes annual curriculum planning and daily lesson planning. The Head of Department and the Vice-principal have the responsibility towards proper implementation.
- Regarding status of completion of the course, Feedback is taken from the staff in the month of Dec-Jan (few months before the scheduled university exams) and the plans are asked for the completion of course on schedule
- Non-Completion of curriculum or difficulties in understanding the subject matter on the part of students is also taken care of by arranging extra classes and in remedial coaching.
- For the knowledge and creativity enhancement and overall personality development of the students coming from socially & economically

backward classes of the society, competitive spirit oriented education facilities and environment is provided to pursue their educational goals.

- Daily attendance register of the students is maintained
- Regular Unit tests and Annual Test Examinations and practical test exams of students are conducted.
- Excursion tours to industries and educational establishments are regularly undertaken.
- Planning of field work and study tours is made at the beginning of session and is implemented accordingly.
- The seminars, conferences and workshops to be organized and MRP to be undertaken in the next session are planned before the end of previous session in March/April and accordingly proposals are prepared and submitted to UGC for financial assistance
- Recognition and felicitation of staff for their achievements in the field of research and for awards and honours obtained by them
- Planning of Academic Awards to meritorious students is made in the month of March and it is implemented in the month of following September. This helps create and prevail good academic environment in the college.

ADDITIONAL PROBES FOR RE-ACCREDITATION

1. ***What were the evaluative observations made under Curricular Aspects in the previous assessment report and how have they been acted upon***

Suggestions given by previous NAAC peer team for criterion I:

- i) Certificate level Vocational Courses relevant to women such as Beautician Course, Fashion Designing, Cookery etc. may be introduced
- ii) For Post graduate students engaged in research projects, if any, the computer facilities be made available.

Action Taken:

1. Three job oriented UGC sponsored certificate courses a) Rashtrasant Tukadoji Maharaj Philosophy b) Fashion Designing c) Functional English are introduced.
2. Doctoral research programme was started in Zoology and it was recognized by the University as Center for Higher Learning and Research.
3. Five PG courses are introduced ie M.A. in English, Marathi, Sociology, History and M.Lib.&Information Science.
4. ICT based and job opportunity oriented undergraduate courses are started – B.B.A., B.C.S., B.C.C.S in all three basic branches Arts, Science and Commerce.
5. B.Com. (English Medium) is also initiated in view of imparting proficiency in English and competency in corporate world.
6. Computers, Internet facility, Broadband connectivity, INFLIBNET etc are made available to all the students including PG and researchers. ICT culture was enhanced.
7. The syllabi of all the subjects were revamped to social and modern needs, ICT components were introduced in each discipline from the entry level, by the University through our faculty representations.

2. ***What are the other quality sustenance and enhancement measures undertaken by the institution since the previous Assessment and Accreditation with regard to Curricular Aspects?***

Please refer to the response to key aspect 1.5.1 and 1.5.2

CRITERION II: TEACHING-LEARNING AND EVALUATION

Evaluative Report

2.1 Admission Process and Student Profile.

2.1.1 How does the institution ensure wide publicity to the admission process?

- A. Prospectus
- B. Institutional Website
- C. Advertisement in Regional/ National Newspapers
- D. Any other (specify)

A. The College publishes prospectus at the commencement of every academic year well before the admission process starts. Before the end of every academic session, a prospectus committee comprising senior faculty members is constituted to formulate the prospectus of the next academic session. It has been our endeavor to give the entire information about academic programs for UG, PG, Research, Junior College and Vocational Courses, fee structure of programs, scholarships, concessions to various categories and all other relevant aspects and important instructions that a student needs to take into account before taking admission. The prospectus (also called as Information Brochure and is available at the cost of Rs 20/-) also contains information of the faculty, infrastructure and various facilities in the institution and the list of awards to academically excellent students. Besides, there is a wide publicity on notice boards.

B. The College maintains its own website :

www.nhcollege.org

The website highlights significant features of college and all the academic programs and courses offered by it. Before the admission process begins, information regarding eligibility for admission, important dates etc. is displayed on the website.

C. The College gets advertisements published in national and local newspapers and weekly and fortnightly periodicals. For regional considerations, advertisements are placed with English, Marathi and Hindi newspapers.

- D.
1. Circulars regarding admission programme are sent to all schools and colleges in the vicinity
 2. Banners are displayed in the different areas of the town and in the nearby villages.
 3. Pamphlets are distributed for local and wider information circulation.
 4. Advertisements are placed on local TV cable operators.
 5. Our students are a good source of advertisement. The information about new programmes or infrastructure enhancements is propagated widely through the discussions among the students. Their impression of the college experience is signature for new admissions and debutants.

2.1.2 *How are the students selected for admission to the following courses? Give the cut off percentage for admission at the entry level*

- a) *General (Aided)*
- b) *Professional (Non-aided)*
- c) *Vocational*

N H College runs most of the basic courses in Arts, Commerce and Science streams. For these courses, now a days, there is limited response as compared to professional courses. However, being value based and well developed institution in terms of faculty, infrastructure and facilities, the college attracts a good number of students despite proliferation of similar colleges in the vicinity. For admissions the guiding lines are the rules and regulations framed by the affiliating university and the Maharashtra State Government.

- a. For the **admission to the general courses**, after free counseling of students & parents, careful scrutiny is done and a merit list of applicants is prepared at the end of last date for the submission of application forms. This merit list is on the basis of the marks obtained by the applicants in the previous qualifying examination. The admissions are strictly guided by the merit list and other stipulated conditions. The cutoff percentage for admissions is :

S/N		Program	Minimum Entry Level Qualification	cutoff percentage
1	<i>General (Aided)</i>	BSc I	HSSC	45 % general 55 % in group
2		BA I	HSSC	45 %
3		BCom I	HSSC	45 %
4		MCom I	BCom	45 %
5	<i>Professional (Non-aided)</i>	MSc I	BSc	50 %
6		MA I	BA	50 %
7		BLib & ISc	Graduate	50 %
8		MLib & ISc	BLib & ISc	55%
9	<i>Vocational</i>	Fashion Designing	HSSC	45 %
10		Functional English	HSSC	45 %

- b. For the **admission to the professional programs**, a merit list as per marks obtained in the previous qualifying examination is prepared. The students placed in the merit list are interviewed and the final selection depends on both, the position in the merit list and performance in the interview.
- c. For **admission to the Vocational programs**, the procedure is same as for admission to the professional programs

However, in case, if the number of admissions exceeds the sanctioned strength, the admissions are strictly based on the merit list and sanction of additional seats is sought from concerned authorities to accommodate the students so that the aspirants are not denied opportunity of education.

2.1.3 How does the Institution ensure transparency in the Admission process?

The institution displays the prepared merit list on the notice boards much before the formal admissions procedure begins and allows the students

to point out if there has been a mistake. In case of a genuine mistake, the same is corrected. The admission criteria, eligibility and other requirements are widely publicized; any queries and doubts by the students and the parents are satisfied by the admission committee leaving no room for secrecy of any sort. The admissions are open for scrutiny by the parents, university and administrative officers.

2.1.4 *How do you promote access to ensure equity?*

- a) *Students from disadvantaged community*
- b) *Women*
- c) *Differently-abled*
- d) *Economically-weaker sections*
- e) *Sports personnel*
- f) *Any other (specify)*

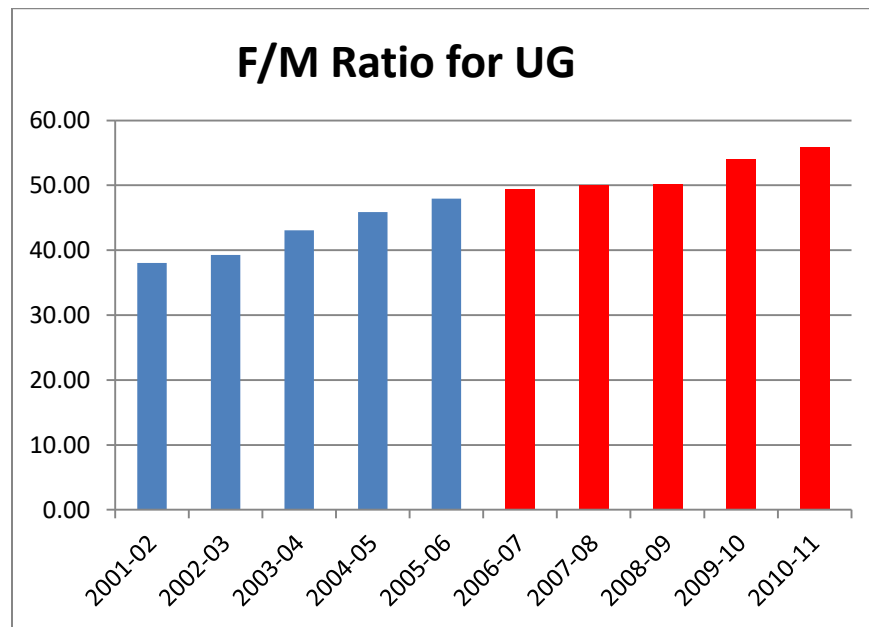
a) *Students from disadvantaged community :*

Norms prescribed for admissions and general assistance by the Government for the students from disadvantaged communities and minorities are strictly implemented. There are a fair number of students from every stratum, castes and minority communities. In N H College, over 90% of the total strength of students belongs to disadvantaged community. The admission is not denied to any eligible candidate. The reservation rules are strictly followed to ensure maximum advantage to disadvantaged communities.

b) *Women :*

- The institution follows no gender bias, we do give preference to girl student, and the number of female students far outnumbers the male students in many courses offered by the college. In 2008-09, the percentage of female to total students for UG was

50.21, in 2009-10 it was 54.07, in 2010-11 it is 55.93 where as the average over last five years is 52%. With unprejudiced mind, the college and management promote the women and gives them an equal opportunity in every field, may it be sports, academics, administrative, NCC or NSS.



1. In sports, representation of boys to girls was 70:14 in 2004-05 which gradually reversed to 40:62 in 2009-10.
2. In NCC, there is an independent unit for girls besides the common unit for boys and girls.
3. In NSS unit, there is a large number of girls.
4. In students' council, there are two special women representatives (LR).
5. In students' council, the strength of women CRs is $\frac{2}{3}^{\text{rd}}$. There are 30 girls and 09 boys representing as CR in the Students' Council.
6. The college has various cells like Women Study & Service Center, Girls Welfare Committee, Cell against Sexual Harassment & Gender Bias, Student Guardianship Scheme and Anti Ragging Committee headed by senior teachers.

This creates an atmosphere conducive to women's education and their unhindered general advancements.

c) *Differently-abled :*

The college had 13 physically disabled students since 2005 and presently, 2010-11, the college has 04 (including one girl) such students.

- 1 For admission, preference is given to differently abled students.
- 2 The admission norms are relaxed, remaining within stipulated criterion limits, for such students if need be.
- 3 3% seats are reserved for the handicapped students. 3% seats of teaching and non-teaching staff are also reserved for physically challenged.
- 4 All concessions and scholarships are accessible to them.
- 5 We deal with these students with sensitivity and try to cater to their different needs. They are allowed free access in library; their classes are arranged on ground floor; ramps are provided at library, hostel and class room entrances.

Catering to diverse needs, the programmes and strategies adopted by the institutions satisfy the needs of the students from diverse backgrounds including backward communities as well as from different locales. Gender equality and admission opportunity for the differently-abled students are also considered.

d) *Economically-weaker sections :*

The College makes all efforts to endorse Scholarships for the students from economically weaker sections.

1. There are 12 types of scholarships to be availed by students of various categories. In the EBC scholarship, the students need not pay the tuition fees and other university dues at the time of admission (they are claimed from concerned government department).
2. Students Aid Fund is liberally sanctioned.

3. Students belonging to minority community are entitled for scholarships.
4. 'Eklavya Shikshan Yojna' provides help to poor and brilliant students.
5. Besides the government schemes, the college provides financial help and facilities in the form of vehicle/transport expenses, financial help in medical needs from N H College Employees Welfare Fund for Students, library book bank scheme, etc.
6. The 'Earn & Learn' scheme of the college for economically weaker and backward students has also lent a helping hand towards overcoming their financial constraints.
7. Cash awards by prominent citizens, alumni, management members and staff are given to meritorious students (Academic Excellence Awards).
8. Hostel concessions are also allowed.

All these measures are widely circulated, published and put on notice boards.

e) *Sports personnel :*

Admission norms are relaxed to some degree for those students who demonstrate higher proficiency in the sports arena. There is considerable concession given to the students who demonstrate proficiency in sports. The college provides preference in admission for the students who are,

- Scholarship holders of NTSIS Patiala
- National award winners
- State award winners
- Participants of National Tournament
- Participants of State Tournament

The college tries to enhance sports culture by:

1. Sports kits and College Colour presentation by college. (This year 10 players were given college colour.)

2. Job placement through sports quota.
3. Compensating for the loss of their study due to involvement in sports activity by providing additional coaching.
4. College award 'College Shri' is awarded to best sports person every year
5. The names of sportsmen are recommended to various sports national and state academy for advanced skill training.
6. Training camps for skill development are organized
7. Medical fitness and diet care relevant to chosen sports field are taken care of.

The College has actively promoted sports activity for all the 49 years of its existence.

2.2 Catering to Diverse Needs

2.2.1 Is there a provision for assessing the students' knowledge and skills before the commencement of the programme? If yes, give details on the strategies of the institution to bridge the knowledge gap of the incoming students for enabling them to cope with the programme to which they are enrolled.

The marks in the previous qualifying examination, performance in sports and extracurricular activities, the performance in the interviews at the time of admission and counseling with students and parents do give a fair idea about the knowledge-base and skills of students. Apart from this, the initial classes are always more about interacting with the students and trying to assess their knowledge in a given subject before the formal teaching begins.

Minor gaps in the knowledge are filled as the class advances. But in case there are major gaps in the knowledge base, the students indicating this deficiency are called separately to attend a bridge class.

Most of the time, the need of a bridge class has been felt in case of students hailing from distant villages where the level of education is not up to the mark and in case of those students who clear the examinations after repeated attempts. Steep change from extremely rural and tribal conditions to rather developed and urbanized college atmosphere creates inhibitions among some of the students. The college attempts to bring them up to the level of other students. Similarly, many students who had earlier opted for science or commerce till HSSC now opt for arts courses at the undergraduate level. These students are given separate orientation classes so that they get a fair idea of concepts necessary to tackle the subjects at the undergraduate level. In other subjects, most students come from the same educational background and therefore there is more harmony in their knowledge base.

The Student Guardianship Scheme and the direct interaction of students with teachers also contribute significantly in bridging the knowledge gap and motivation.

In the beginning of the session, for first year students, the teachers conduct bridge classes for initial 06 days (30 hours).

2.2.2 How does the institution identify slow and advanced learners? Give details on the strategies adopted for facilitating slow and advanced learners

The following inputs identify the slow and the advanced learners. These inputs are:

1. Marks obtained in the qualifying examination.
2. Performance in the class tests and inputs given by different teachers from time to time.
3. Performance in the class during the discussions and question/answer sessions.
4. Interaction with the students and observations by the faculty.

5. Student Guardianship Committee monitors the students through the faculty who is entrusted with a batch/class as a guardian, each student submits his detailed profile, the profile contains information regarding his academic, economical and social status (including Physically Challenged), these inputs are thoroughly analyzed by steering committee and a report is submitted to the principal. The identification of slow and advanced learners is a continuous process. The Principal takes into consideration the various inputs, even studies the reasons for such a state and adopts methods to help these students.

2.2.3 *Does the institution have a provision for tutorials for the students? If yes, give details.*

There is provision for tutorials in those programmes where the syllabi prescribe for tutorials. Regular tutorials are held in Physics, Electronics, Mathematics, English. As per allotment in syllabus, details of Tutorials are:

Details of Tutorials

S/N	Faculty	Subject	Class	Theory	Tutorials	
1	Science	Physics	BSc I	6	1	per class
			BSc II	6	2	-do-
			BSc III	6	2	-do-
		Electronics	BSc I	6	1	-do-
			BSc II	6	2	-do-
			BSc III	6	2	-do-
		Mathematics	BSc I	9	1	-do-
			BSc II	9	1	-do-
			BSc III	9	1	-do-
		English	BSc I	3	1	-do-

2	Arts	English	B A I	4	1	per batch of 20 students
			B A II	4	1	-do-
			B A III	4	1	-do-
3	Commerce	English	BCom I	4	1	-do-
			BCom II	4	1	-do-

These tutorials are incorporated in the general time table of every faculty. Apart from these subjects, tutorials are held in other subjects too as and when the need is felt by the teacher concerned or so voiced by the students.

2.2.4 Is there a provision for mentoring of students or any similar process? If yes, give details.

With an objective – *To provide facility for overall development of students, to help deprived and needy students, to minimize dropout rate-* the institution has framed the Student Guardianship Scheme, headed by a steering committee of senior faculty. The scheme plays an important role in mentoring the students. Two teacher guardians are entrusted with a batch of students. They collect data on all students from the profile the students are asked to fill carefully, analyze the collected data, identify different types of needs of students, adopt corrective measures in consultation with the Principal and steering committee, arrange seminars etc and take parental care of the students.

At the undergraduate level, the process for mentoring takes place through class seminars assigned to the students where every teacher is assigned a small number of students that he/she supervises. Similarly, at the postgraduate level, mentoring takes place through a small number of students supervised by each teacher in the experimental dissertation projects. At the undergraduate level too, some courses have projects or review work or other assignments where mentoring take place. Similarly

informal mentoring and guidance is a continuous process going on in the campus through the counseling and by the placement cell and other activities. NCC, NSS, Sports and Cultural activities also help build students morale and character besides closer interactions with faculties and guests. For this purpose the other portfolios comprising senior faculty like cultural committee, sports committee etc where students have direct interaction and association with teachers play an important role in guidance to the students.

For Objectives, Functions and details of Student Guardianship Scheme, please refer *Annexure - XI*

2.2.5 *How does the institution cater to the needs of differently-abled students?*

Record of physically challenged students in the last five years (2004-05 to 2010-11) is given in – *Annexure - XII*

For physically disabled:

1. Besides the college admission records, differently abled are identified by teacher guardians, *the* teacher guardians pay special attention to their needs
2. for skill development, the physically disabled are given free training in computer skills, computers are made available for study and practice, teachers from college give free service to develop computer skills, this enables them to earn placements where physical stress is minimized
3. ramps are constructed for easier movements
4. class rooms on ground floor are allocated for the classes having physically challenged students
5. writers are arranged for visually challenged
6. scholarships are granted
7. direct and preferential access is allowed for any administrative work
8. free access to library and additional books are permitted
9. sympathetic and sensitive consideration is given to all of their problems

10. accommodation in hostel is reserved

The differently-abled students are taken care with sensitivity. There is a ramp provided for better ambulation of these students. The time-table committee takes care that if a class has differently-abled student(s), it is allocated a room that can be accessed easily by these students, preferably ground floor. The visually disabled students are given writers to practice writing answers in the examinations. These and various other methods have allowed the differently-abled students to compete with the blessed ones. Scholarships, free access to library and accommodation in hostel are some other mechanisms to cater to the needs of differently-abled students. Wheel Chair may also be provided if necessary.

For Slow and Advanced Learners:

Some of the methods adopted by the college are:

1. The slow learners are given special attention.
2. Slow learners are given extra time by the faculty to get their doubts cleared.
3. Quite often, this extra time is converted into an informal remedial class where certain concepts, found difficult by some students, are reemphasized.
4. The college conducts regular remedial classes and tutorials in some programmes and emphasis is given on slow learners.
5. The students express their difficulties to their respective Teacher Guardians who in turn adopt corrective measures.
6. Advanced learners are put onto fast track through various means.
7. In many of the programmes, these students are given experimental projects to carry on so that they learn advanced techniques and the theory behind them at an earlier stage.

8. Training programmes or small projects or participation in seminars and research festival exhibitions like 'Avishkar' are arranged for some of these students. Their interests are boosted up by extra facilities

For example, Mr. Bhajbuje B.Sc. Biology CBZ, had developed special interest in Nano-Technology, he prepared models of Nano-Doctors, he is presently doing M.Sc.-Clinical Research at Mumbai.

Many other students like Mangesh Pustode (doing PhD, IIT, Mumbai), Chandrashekhar Rohankar (Jr Executive-E2 Lab), Sudhir Bhandarkar (submitted thesis for PhD in Zoology), Komal Bhैया (Research), A V Uike (M.TECH.-VNIT,Nagpur), Vishal Panse (Lecturer-NCET, Gadchiroli and doing research), Atul Yerpude (Lecturer, Rasoni Engineering College, Nagpur), Mangesh Bhaye (Lecturer, K P College, Wadsa) etc continued their interests in PG and research.

9. The advanced learners are encouraged to participate in Seminars, workshops, symposia and interact with subject experts during their talks.
10. Reference books & Journals along with free library access to these students. They are also allowed free access in departmental library.
11. In some departments advanced learners are also given long term experimental assignments. This augments their experimental skills and gives them an opportunity to think and design experiments.
12. Just the way additional time and remedial classes are available to slow learners, additional time and guest lectures by subject experts are available to advanced learners.
13. Talented students are given original research papers to read and they are helped by the teachers concerned in understanding them.
14. Books, reference books and journals that enrich them in areas not covered by the curricula are issued to such students.

For Economically Weaker and Backward Community Students:

1. The teachers reach out and assess difficulties of this class of students, provide personal help, help by collection from other teachers, fees and other concessions are given, in consultation with the Principal, over and above normal dues.
2. Some students cannot afford fees for some courses run in the college by other agencies with MoU or arrangements with the college; in genuine cases the desirous students are allowed free admissions and other facilities for such courses by the Principal
3. The various types of scholarships are readily offered.
4. Financial aid through Student Aid Fund is given to a large number of students. Some financial aid is provided to the poor and brilliant students of senior college from Student Aid Fund. The college has formed a staff committee for the distribution of Fund. Based on criteria decided by the committee, aid is given to poor students who show satisfactory academic progress and good conduct. As per the needs, different packages are distributed to the economically backward students after receiving their applications.

In the year, 2008-09, 45 students (33-UG, 10-PG, 02-Jr) were given aid of Rs 27,050 /-.

Last year, 2009-10, 25 poor and industrious students were given help of total Rs 19,200/-, Rs 900/- each to non-scholarship holders and Rs 600/- each to others.

5. Since last five years, (established in 2005-06), the teaching & non teaching staff of the college have formed N H College Employees' Welfare Fund for Students (NHCEWFS) to provide financial help to the poor & needy students in cases of operative type of illness. The fund has grown over 40,000/-. So far students are given an aid of Rs 14,000/- through the welfare fund.
6. Earn and Learn scheme was initiated in the college from 2007-08, this scheme is implemented for the needy/economically weak/interested in

gaining work experience, students who can overcome their financial difficulties while taking education. The scheme received good response and 12 students were provided jobs in 2007-08. In the year 2008-09, 07 needy students were given jobs in various hospitals, rice mills, tahsil office, college departments. This year 2009-10, 15 students were provided jobs at Hospitals, Tahsil Office, Rice Mills, mobile centre, College Library, laboratories, etc. This has helped them pursue their education without looking at others for help.

7. Student Welfare Fund is utilized to help the students
8. Remedial Coaching – Started from 2003-04, special Coaching Classes and Computer Literacy program for SC/ST and slow learners are taken regularly. In Sept and Oct 2009, expert faculty, books, notes, reading materials and internet facility were provided free of any cost to 100 beneficiaries.
9. Study Room is provided for the students
10. Computer and Reading Room facilities during extended hours are also provided

Besides all these, classes are conducted for some duration during winter vacation for practical and theory, with cooperation of laboratory staff who do not claim any extra remuneration.

2.3 Teaching -Learning Process

2.3.1 How does the institution plan and organize the teaching-learning and evaluation schedules? (Academic calendar, teaching plan and evaluation blue print, etc.)

At the commencement of every academic year, every HoD, in consultation with departmental faculties, allocates classes and syllabi to staff who in turn prepares a detailed calendar of teaching plan, unit/class tests, seminars and other academic activities for the entire session and submit the same to HoD in the first departmental meeting. Before the commencement of

every academic year, the college constitutes a time-table committee comprising the three faculty-in-charges who prepares the general time table in consultation with HoD and faculty members. At the commencement of academic year every Head of the Department interacts with this committee appraising it of any changes in the curriculum needing additional hours or introduction of tutorials or remedial classes or of enhanced hours for new practical changes introduced in the syllabus or changes owing to offering new combinations offered to the students. The committee, after taking these inputs into consideration, makes a detailed time-table for all the departments. A tentative time-table is put up for display and for all the teachers concerned to suggest any alterations if need be.

A general academic calendar detailing college events and examination schedule is published in Information Brochure. Teachers prepare individual schedule for the academic year (called teacher's academic calendar) for of completion of unitized syllabus, unit tests, co-curricular activities and departmental programmes.

There is a practice to maintain diary by teachers. For the entire academic year, the teachers plan the teaching-learning programs and enter the academic progress in the diary. As per schedule and the diaries, the day to day progress of the implementation of teaching plan is verified by the HoD of the concerned department and Vice-Principal.

Each teacher evaluates students in the subjects/papers/aspects he/she has taught. The dates for such evaluation are to be decided by the concerned teacher.

2.3.2 *What are the various teaching- learning methods (lecture method, interactive method, project-based learning, computer-assisted learning, experiential learning, seminars and others) used by the teachers? Give details.*

The various teaching- learning methods and tools used by the faculty are:

1. The lecture method still remains the most used method of imparting instructions.
2. Interactive sessions
3. Assignment of projects
4. Computer-assisted learning
5. Internet
6. INFLIBNET
7. LCD for seminar presentations and teaching
8. OHP
9. Charts
10. 3-D Models
11. Field Visits
12. Experiments
13. Exhibits
14. Self-learning and brainstorming sessions
15. Students' seminars
16. Students' Projects
17. Short Research Papers by students
18. Assignments/Dissertations
19. Participation in co curricular activities
20. Workshop/Practical

The lecture method of teaching still remains the most used method of imparting education. However, most of the faculty members convert the classroom teaching into interactive sessions where the entire text advances through a two-way discussion between the teacher and the taught rather than a monotonous delivery of a lecture. The interactive method is more in

evidence in science classes where each concept or each problem or situational problem can be broken down into a number of steps and at each step students participation is sought for.

In many of the departments, projects are assigned to the students. These projects can be experimental projects carried out in the labs, or review projects requiring exhaustive reading and summing up of a given field, or other assignments.

Computer-assisted learning has become a norm in the institution owing to each department having its computers and some internet connection. Many departments, for example the Department of Computer Science, PG Department of Zoology, Physics, Botany, Chemistry, and Geography etc have their own computer laboratories/facilities where several students can use and learn from computers in their departments. Apart from this, the e-library has computers connected to the internet.

In addition to each department having computer(s) and internet connections for the use of staff and students, Classroom with LCD facility is available in the Computer Science Department in the College. Students use this facility for seminar presentations. In almost all programmes, each student ends up giving a seminar on a topic relevant to the syllabus. This instills confidence in the students and improves their presentation skills.

Besides, the college has INFLIBNET facility in the library where research, PG and UG students are exposed to international availability of knowledge-base through worldwide research papers, journals and books. The teachers use OHP, relevant charts, models, experiments, assignments etc for enthusing students' interest in the curriculum. The college has a rich collection of these teaching aids with most of the departments. The Chemistry, Physics, Electronics, Botany, Zoology, Home Economics and Geography labs have educational charts, experimental models, 3-D models of molecular and crystal structures, preserved rare animals and plant species, anatomy models, 3-D geographical structures and world maps,

anthropological specimens, mineral ore specimens etc and, above all, miniature Zoology and Botany museums where students and researchers can get first hand insight. The teachers arrange many field visits for on-the-spot study and for widening their knowledge-base, in some streams the field visits are mandatory. Through encouragement to prepare exhibits for participation in exhibitions and through motivation to participate in co-curricular activities, workshops and assignments, the students' awareness of horizons is expanded manifolds. The large number of experiments are setup in each laboratory and students are initially introduced the concept and procedure and then made to assemble apparatus, understand the theory, perform the experiment and draw conclusions. *When they do, they learn better.* In some departments like Botany and Geography, a competition for best project/assignment submission is also organized.

2.3.3 *How is learning made student-centric? What are the institutional strategies, which contribute to acquisition of life skills, knowledge management skills and lifelong learning?*

Following are some of the methods and strategies so that the learning is made student-centric and student can acquire skill

1. participative learning
2. two way discussion
3. motivation to take part in discussions
4. interactive, self-learning and brainstorming sessions
5. student seminars and assignments
6. Educational tours
7. internet facility
8. utilization of the laboratories beyond college hours
9. teacher perceiving deficiencies
10. projects to UG and PG students beyond syllabus

11. skill development courses are offered concurrent with traditional courses
12. Guidance for Competitive Exams
13. reading room and study room facilities with extended hours as per need of student
14. hobby workshops and entrepreneurship
15. vocational / professional courses
16. guidance of eminent personalities / subject experts
17. visits to industrial units / exhibitions / institutions
18. involvement in extension activities to develop moral values and social awareness
19. provision of various library schemes, computer, internet and INFLBNET facilities
20. indoor and outdoor sports facilities
21. motivation to contribute in curricular and extra-curricular activities
22. involvement in NCC, NSS and extension programmes to learn life skills

In each class, participative and interactive learning is the order of the day. The teacher tries his/her level best to make it a two way discussion rather than a monologue. The students are motivated to take part in discussions. There are interactive sessions. Apart from all this, there are the student seminars and assignments. Although helped by the teacher, a student has to put in a lot of efforts in seminars and assignments. Educational tours and visits to industrial units / exhibitions / institutions also help learning become student-centric.

The college has presently grown from 25 computers in 2004-05 to about 100 computer systems with many printers, internet, LAN and software. Many departments are equipped with internet facility. Departments allow the

students to utilize the laboratories beyond college hours to improve their skills.

Departments assign small experimental projects to the undergraduate students and long term projects to the postgraduate students. Students normally show a heightened interest in working on the projects and this becomes a very good self-learning point. In 2009-10, 86 group projects for UG (Environmental Arts, Commerce and Science), 48 projects by PG students in Geography, 02 group projects (pilot studies)for students in Home Economics besides dissertations are taken up by students in various streams. Two workshops, one in Geography and the other in Home Economics were organized for the students.

National seminars and events in college again provide them an opportunity to interact with the experts in their fields. Resource and Guidance from outside experts and their lectures are arranged.

Workshop practice is given to the students of BSc I & II Electronics.

The students are offered skill development courses concurrent with traditional courses. The certificate courses Fashion Designing and Functional English help them in entrepreneurship and placements.

The college takes deep interest in extension activities. The students participate in several of the extension activities. That provides a platform to inculcate moral values and social awareness among the students.

It is a clear goal and endeavor of the college to make these rural students self sufficient. The College imparts those desired skills so that the students can pursue their ambitions and interests and continue higher learning.

2.3.4 How does the institution ensure that the students have effective learning experiences? (Use of modern teaching aids and tools like computers,

audio-visuals multi-media, ICT (Information & Communication Technology), CAL (Computer Aided Learning) , Internet and other information /materials)

Though located in rural area, the college makes all out efforts to keep pace with modern technological advancements. It has adapted to the changes in academic environment from time to time. To expose the students in learning experiences, the college has:

1. audio-visual aids such as OHPs, LCD projectors, computers
2. e-library, INFLIB-NET
3. collection of educational CD/DVD, TV and player
4. internet
5. models and 3D-structures
6. museums, collection of mineral ores and stones
7. fossil preservations
8. instrumentation
9. English Lab
10. research papers display
11. college magazine for upcoming student authors and poets
12. Library with good number of reference books, encyclopedia, journals, magazines etc.
13. departmental library with open access
14. eco friendly and large campus for free interactions between staff and students

The institution has enough number of audio-visual tools such as OHPs, LCD projectors, computers in each department, computers in the library, the e-library with INFLIB-NET, internet connection both in the departments and in the library, a large number of models related to crystal structure, molecular structures, some engines and experiments, human and

animal anatomy, animal and plant museums, rare species museum, 3-D maps of geographical structures, display of research papers, home economics models and such other teaching materials as molecular models. Working with the large number of equipments and instrumentation in laboratories also provide them firsthand experiences. There is a language laboratory in the Department of English which is used to impart spoken skills to the students.

2.3.5 How do the students and faculty keep pace with the recent developments in the various subjects?

1. Journals, periodicals, recent books
2. INFLIB-NET, internet
3. participation in and organization of seminars, symposia, conferences and workshops
4. visits and lectures by eminent personalities
5. membership on scientific and educational bodies
6. The College subscribes to a number of journals & periodicals
7. unrestricted availability of current materials in reading room and study room

Subscription to several journals is both physical and online. The faculty and the students update their knowledge and keep pace with the recent developments through these journals.

Apart from the journals, internet connection facility is available, free of cost, to all the students and the faculty members.

The College organizes seminars, symposia, conferences and workshops every academic year. Eminent personalities in the field are invited for these events. The faculty and the students interact with the invitees and thus get a firsthand knowledge of how the field is developing and what are currently the frontline areas of research. Subject Associations are actively involved in organizing such events.

The College regularly encourages faculty members and the students to attend such events organized by other colleges/University departments. Besides, as members or life members or executive members, many of our faculties are representing on scientific and educational bodies which ensures information of the latest in the field. On national bodies too, they have representations. For example four faculties in Physics and Electronics are life members of Luminescence Society of India, two from Geography are members on Geographical Society of India, three faculties are on Life Sciences Society, etc. The outstanding and remarkable fact is that the Principal Dr N S Kokode is Vice-President of "Promotion of Advanced Materials Society of India"- a renowned national research organization. These assignments naturally help keep pace with the recent developments in the various subjects and fields.

2.3.6 Are there departmental libraries for the use of faculty and students? If yes, how effectively are they used for the enhancement of teaching and learning?

Almost all the Departments have their own departmental libraries with a collection of over 2000 books and 47 journals. These books are freely available to the students for issue and for reference. Easier access to books in departmental libraries for the students of the concerned department goes a long way in enhancing teaching and learning. Some departmental libraries have their own reading rooms too which further facilitate the learning process. Since Departmental Libraries can be directly managed by the faculty (something that is impossible with the Central Library) even reference books can be issued to aspirant students for short periods. This is highly advantageous to those students who are advanced learners. The departmental library makes the required literature, journals, data books and lab manuals handy and readily available to students and staff. It is a highly useful tool during the course of experimentation. The staff and students, especially those who are engaged in projects and research, make use of this facility with high frequency. The data books are generally used in

experimental setups in physics and electronics, manuals are referred for all projects and during repairs and use of advanced instruments. Most of the times, the departmental library is a faster tool to clear doubts and settle discussions on educational aspects by offering handy reference.

Manuscripts, notes and experimental manuals are prepared by the teachers and they are kept for reference in the departmental library.

2.3.7 Has the institution introduced evaluation of the teachers by students? If yes, how is the feedback analyzed and implemented for the improvement of teaching?

The institution has introduced mechanism of evaluation of the teachers by students and this has been the practice for the past several years now. Printed feedback forms are given to the students. Anonymity is ensured. The forms are designed to seek information on their teacher's knowledge base, class control, subject presentation skills, interactive attitude, research aptitude creation etc. There are 20 such aspects on which every student evaluates teachers teaching them. The feedback of the students is measured on a five point scale as Excellent- 5, Very Good- 4, Good- 3, Average- 2, Below Average- 1. A senior faculty, in-charge of this activity, makes a detailed study of these inputs. After the analysis, all the teachers are informed about the general observations in the feedback. Kudos is offered to excellent and good observations. The teachers are asked to improve their area of weakness. If the feedback about a particular teacher is below expectations, the Principal talks to the concerned teacher. Where improvement is needed, the principal guides him/her about the areas pointed out by the feedback. The mechanism has helped to improve weaker areas, enhance academic standards and offered an opportunity to the students to participate in educational enrichment.

2.4 Teacher Quality

2.4.1 How are the members of the faculty selected? Does the college have the required number of qualified and competent teachers to handle all the courses? If not, how does the institution cope with the requirements?

Due to retiring senior staff and introduction of many new programs, the need of new faculty is always felt. Members of the faculty are selected as per the procedure laid down by the University.

Procedure :

1. Depending on the strength of the students for various courses, the requisition is decided as and when vacancies are created or need is felt in accordance with Government and University guidelines, roster policy and norms.
2. With the management's approval, permission of the University is sought to fill in the required number of faculty.
3. The University constitutes an eight member selection committee consisting of two subject experts, a vice-chancellor's nominee, a nominee recommended by university executive council, the Head of the Department, Principal, a member of the management and a Government nominee.
4. Advertisements are placed in nationally recognized News-Papers.
5. The applications are scrutinized for criteria eligibility; interview schedule is finalized and it is informed to candidates and concerned persons.
6. The selection committee then conducts interviews, deliberates and selects suitable candidates as faculty members strictly based on merits and eligibility criteria. If the selection committee feels the need of demonstration by candidates, it is also conducted.
7. After the selection procedure is completed, final approval of the selected candidate is obtained from the university and then the candidate is allowed to join duties.

While departments have the required number of qualified and competent teachers, quite a few departments require additional teachers to cater to the programmes and the aspirations of the students. To cope with the increase in number of students or additional courses or temporary vacancies, following some events or superannuation, the college ensures that students should not suffer. It takes some time for the formal permission from the competent authorities to make new appointments and, thereafter, for the completion of stipulated selection procedure. In such cases, the College is afraid that some of the teaching hours will be lost and the students are put to difficulties. If the shortfall is small, as per the stipulated procedure, the college appoints teachers on ad-hoc basis (with salaries given by the management) or appoints teachers on Clock Hour Basis (CHB). As per government rules, a CHB teacher is allowed to engage a maximum of 07 periods (of 45 minute each) per week and paid for each period engaged. Apart from this, some specialized topics are taught by the experts in the field even if the required number of qualified and competent teachers may be available in the department concerned. Services of some of the retired teachers are also utilized.

The regular college teachers having subject specific expertise also share extra workload for UG and PG programs.

Teachers in self-financed courses are appointed through interviews by a properly constituted selection committee. In the year 2009-10, the college had:

- * 31 regular faculty members.
- * Actual required number of faculty members is 37.
- * There are 13 ad-hoc teachers (management appointee), and 89 CHB teachers - 58 for PG and 31 for UG

2.4.2 How does the college appoint additional faculty to teach new programmes/ modern areas of study ? How many such appointments were made during the last three years?

The College has introduced eight new programmes in the last three years: B.Sc. Microbiology, BCA, BBA, BCCA, M.A. English, M.A. Marathi, M. A. Sociology, and M. A. History.

The College follows a system for these appointments.

Services and knowledge of retired lecturers are utilized. In recent times, the appointed retired faculties of our college are:

- Prof. S. R. Bajaj, Vice Principal & Ex-HoD Physics
- Prof. Dr. W.R. Bhandarkar, Ex-HoD and Ex-Director CHLR, Zoology
- Prof. H. K. Fafat, Ex-HoD Maths
- Prof. Dr. N. J. Chawhan, Ex-HoD Botany
- Prof. G. N. Kela, Vice Principal & Ex-HoD Physics
- Prof. U.C. Mishra, Ex-HoD Physics
- Prof. N. B. Koranne, Ex-HoD Commerce

This is an added advantage to the extent that their expertise and experience of so many years of teaching is utilized for the advantage of students.

For PG classes in science and researchers, the expertise requirements are of higher order. In view of this, the institution has entrusted some of the teaching work / research guidance to Experts and Resource Persons. They are:

- Dr. S. V. Moharil, D Sc, Head, PGTD Physics, RTM Nagpur University;
- Dr. Muthal, Scientist, NEERI, Nagpur;
- Dr. P. D. Sahare, Professor, Dept of Physics, Delhi Uni., New Delhi;
- Dr. J. J. Dhoble, Professor, Dept of Physics, RTM Nagpur Uni., Nagpur;
- Dr. I. S. Mohurle, HoD Physics, Dnyanesh Mahavidyalaya, Nawargaon;
- Dr. M. M. Gadegone, Director, Govt. Institute of Science, Nagpur;
- Dr. R.J. Andrew, Co-Ordinator, P.G. Dept. of Zoology, Hislop College,

- Dr. A. M. Chilke, HoD Zoology, Shivaji Science College, Rajura
- Dr. Raghukumar, Sindhu Mahavidyalaya, Nagpur;
- Dr. R. V. Tijare, Dept. of zoology, Govt. Institute of Science, Nagpur;
- Dr. R. B. Dahare, Dept. of zoology, Sarvodaya Maha., Sindewahi;
- Dr. S. B. Bhakare, HoD Zoology, Dnyanesh Mahavidyalaya, Nawargaon;
- Dr. W. R. Bhandarkar, Ex. HOD., Zoology, N.H. College, Bramhapuri;
- Dr. M. K. Deshmukh, HOD. Dept. of Fishery, N.H. College, Bramhapuri;

All are renowned scientists and experts in their fields and belong to reputed research institutes. The Institution is trying to attract more such frontline scientists to teach specialized aspects. Some college teachers are also entrusted with additional workload of new programmes. Besides, the ad-hoc teachers are appointed by the management.

2.4.3 What efforts are made by the management for professional development of the faculty? (eg: research grants, study leave, deputation to national/ international conferences/ seminars, training programmes, organizing national/ international conferences etc)? How many faculty have availed these facilities during the last three years?

The management of the College works unceasingly for the professional development of the faculty. The management encourages, motivates and helps the faculty to realize their professional goals in research, technical proficiency and knowledge up gradation. The management also provides monetary support for organizing national and international conferences, seminars, symposia and workshops. Specific examples of such support from the management are given below.

- (a) The Management gives complete freedom to the teachers for enhancing their professional skills including research, paper presentations, advanced learning, organizing, attending and participating symposia and workshops. During the last academic year 2009-10, the faculties have presented 29 research papers, organized 09 seminars/workshops,

attended 93 symposia/workshops, published 11 books and acquired many higher degrees and diplomas. One teacher was awarded PhD, 06 teachers have submitted theses for PhD, 17 other teachers are registered for Ph.D. and 05 are working as research supervisors.

- (b) The management allows the teachers to Faculty Development Programs of UGC, two eligible teachers have availed this in last four years
- (c) The Management allows undertaking Minor and Major Research Projects, 03 are completed, presently 06 minor research projects are going on, (one project had to be abandoned due to accidental demise of researcher Prof R R Ganvir) and 02 have applied for major projects awaiting sanction from UGC.
- (d) The Management has allowed and encouraged teachers' representation on University academic bodies
- (e) The management provides a substantial sum of money each year to the postgraduate departments for the purpose of facilitating training of the faculty members in new techniques related to their subject and research. This money covers the travel, lodging, boarding and registration fee for the training of the faculty members.
- (f) In the session 2009-10, 05 National Level UGC sponsored conferences in History, Sociology, Geography, Physics and Electronics were organized by respective departments of the College. The management provided partial monetary help for them.
- (g) The management has contributed for the development of PG and Research Laboratories in Physics, Zoology, Geography and Home Economics, Electronics, Microbiology.
- (h) The management has contributed for renovation of Botany, Chemistry and Computer science laboratories.
- (i) Apart from this, the management has provided study leave to teachers for attending orientation/refresher courses for teachers.

These initiatives have fashioned an atmosphere favorable to research involvement of faculty.

2.4.4 Give details on the awards/ recognitions received by the faculty during the last five years?

There is a galore of awards to N H College faculty members. Four **State Ideal Teachers Awards**, **State Savitribai Fule Award**, **Best NCC Officer Award**, one **Eminent Educationist Award** and recently **Best Principal Award** are some of the recognitions that have brought scintillations in the life of college. The faculty has received 32 important awards and recognitions in the last 05 years.

Honors/Awards/Recognitions to the faculty during 2005-10 :

2004-05

1. **Dr. N.S.Kokode**, Principal was awarded the “**Eminent Educationist Award**” by International Business Management Council, New Delhi.
2. Prof. **S.G.Kelzarkar** received the “**State Level Teacher’s Award**”.
3. **Prof. V.S.Mude** received “**Dr.Ambedkar Memorial Award**” by Maharashtra Dalit Sahitya Academy, Bhusawal

2005-06

1. **Major V. N. Narad**, NCC officer was awarded **Certificate of Appreciation** by Nagpur group headquarter for collecting fund for PM Relief fund for Tsunami victims.
2. **Major V. N. Narad**, selected as **Presiding Member** for C Certificate examination.Nagpur
3. NCC group selected **Major V. N. Narad** for **Republic Day Camp**, Nagpur & Amaravati.

2006-07

1. **Prof Yuvraj Meshram**, Lecturer in English was awarded **Rajiv Gandhi National Fellowship** instituted by **UGC** and sponsored by **Ministry of Social Justice** for his research in English Literature leading to doctoral degree
2. **Major V. N. Narad**, NCC Officer, Selected as **Contingent Commander** for Army Attachment Camp held at Guard Regiment, Kamtee.
3. **Prof Sanjay Lambe**, Lecturer in Commerce, was honoured by **Manav Bhushan Award** instituted by National Human Resources Search Organization, Bramhapuri

2007-08

1. **Prof Mrs Manjusha Bajaj**, Lecturer in Botany, obtained prestigious “**SAVITRIBAI FULE STATE AWARD**” instituted by Government of Maharashtra, in recognition of her services to society and have-nots
2. **Principal Dr N S Kokode** was selected as **member on Maharashtra State Education Board Pune** in Physics
3. **Dr Amir Dhamani** was nominated as “**Special Executive Officer**” for Nagbhid tahsil by Govt. of Maharashtra
4. **Prof Dr Amir Dhamani**, Lecturer in Zoology, was appointed as **Principal Sarvodaya Mahavidyalaya, Nawargaon**
5. **Prof Dr M K Deshmukh**, Lecturer in MCVC, was selected as member on Maharashtra State Education Board Pune in Inland Fisheries
6. **Prof Dr R K Dange**, Lecturer in Geography, received ‘**YOUNG GEOGRAPHER AWARD**’ at National Conference on Geography, Raigadh
7. **Prof S G Kelzarkar**, Lecturer in MCVC **represented Nagpur Division** at VOTECS 2007
8. **Major V. N. Narad**, Lecturer in Zoology, selected as **Best NCC Officer**, 20 Maharashtra battalion

9. **Major V. N. Narad**, Lecturer in Zoology was selected as **Supervisor**, Junior College
10. **Major V. N. Narad**, Lecturer in Zoology & NCC Officer, received **SEVEN YEAR LONG SERVICE AWARD**.

2008-09

1. **Principal Dr N S Kokode** received “**Rastrasant Tukdoji Maharaj Ideal Teacher Award**” instituted by Rastrasant Tukdoji Vichar Sahitya Sammelan Samiti on 12/10/2008
2. **Principal Dr N S Kokode** was selected as member on Maharashtra State Education Board Pune in Physics
3. **Major V. N. Narad**, Supervisor & Lecturer in Zoology, NCC Officer was selected for ‘**State Ideal Teacher Award 2008-09**’ instituted by **Government of Maharashtra**
4. **Major V. N. Narad**, Lecturer in Zoology and NCC officer was selected as Team Leader and Incharge of Chandrapur district Disaster Management Team
5. **N H College** was selected as centre for NCC ‘B’ Certificate Examination 2008-09 and 143 cadets from Mul and Bramhapuri appeared for examination
6. Prof **Balaji Damkondawar** lecturer in Sociology won first prize at Maharashtra Sociology Conference on SEZ

2009-10

1. **Major V. N. Narad**, Lecturer in Zoology and NCC officer received ‘**Maharashtra State Ideal Teacher Award**’
2. **Dr Amir Dhamani** received “**Dr Ambedkar Memorial Teacher Award**” by Maharashtra Dalit Sahitya Academi, Bhusaval, Maharashtra State

3. **Dr Amir Dhamani** was nominated as member of “Sanjay Gandhi Niradhar Anudan Yojna” for Nagbhid tahsil by Govt. of Maharashtra
4. Ku **Madhuri Suple**, lecturer in Home Economics, was awarded PhD, for her thesis ‘Undernourishment in Children of Gadchiroli District’
5. Prof **Dr P S Hemne** was adjudged best author by S Chand Publishers
6. Prof **D L Khanorkar** was selected as NSS Chandrapur District Divisional Coordinator

2.4.5 *How often does the institution organize training programmes for the faculty in the use of?*

- a) *Computers.*
- b) *Internet.*
- c) *Audio Visual Aids.*
- d) *Computer-Aided Packages.*
- e) *Material development for CAL, multi-media etc.*

The multimedia centre, besides organizing an annual training camp for the teaching and administrative staff in computer utilities and internet and organizing training schedule whenever new software is introduced, assists the faculties in the study material CAL (Computer Aided Learning) preparations. Training camps for teaching and non-teaching staff in Computer Literacy, Internet and Multimedia uses are regularly arranged. In the year 2008-09, a fortnight long Computer Training Camp was organized by Computer Media and Internet Centre from 16/04/2008 to 30/04/2008. About 40 staff members were benefited by the camp. This training is mostly availed of by the non-teaching staff since most members of the teaching staff have personal computer and laptops and are already well-versed in the use of computers. Each teaching Department has been equipped with computers and internet connection. Most of the departments have prepared their own multi-media materials for their students or for their own presentations.

The computer science department has developed software on admissions, finances, arrears calculation, GPF, examination, evaluation etc and the non-teaching staff is trained in their use. The library staff is trained in the use of library software, computers and internet so as to completely computerize the library system. It is worth mentioning here that some of laboratory attendants who were trained in use of their departmental computer system take interest in assisting administrative staff if required. They also learned the hardware.

Power point presentations, OHP transparencies, events data display, short films and documentary exhibits are some of their regular activities. For projects, seminars and exhibits during students' participation at research festival, college, university and state level events, the media centre provides all the knowhow, technical help and materials like CD/DVD, players, LCD, audio system, collar mike etc.

2.5.1 How are the evaluation methods communicated to the students and other institutional members?

The College has a time-bound system of carrying out unit tests, assignments, practical examinations, annual tests etc. The information brochure contains the calendar of examinations. The actual dates are communicated by the examination committee and the departments by display of schedule on many notice boards and are also announced in the classes. There is provision for 'Examination Notices' notice board which is exclusively used for the display of exam schedules. Also there are departmental notice boards for the display of information. The concerned faculty, in case of unit tests and assignments, announce the schedule in the classes.

1. There are subject and stream specific methods of evaluation. This is published in annual university prospectus which every student is expected to possess.

2. University syllabi of all the subjects and examinations are available for students and staff in the library.
3. Subject specific syllabi are also with the departments.
4. In the beginning and during the course of teaching schedule, in case of written examinations, the students are given unitized pattern of syllabi of different subjects, told the pattern of setting question papers, weightages distribution to different units, evaluation and moderation procedures by university and faculty. The depth of understanding is emphasized and students are asked to write answers to specific questions keeping in view the allotment of marks.
5. The procedure of evaluation of experimental/practical part and their weightages on viva-voce, records, experimentation is also explained in detail.
6. The punctuality and timely submission of practical assignments are emphasized.
7. Some subjects like physics, chemistry require the students to verbally answer the questions on the spot (Viva-Voce) – this is additional to the unit tests.
8. The assessment of practical examination in Zoology and Botany is based strictly on identification of specimen slides.
9. Departments like computer science and electronics also evaluate students on the basis of their seminar presentations and also on their performance in practical.
10. Geography department evaluates the students on the basis of their group projects participation and short research papers.
11. Home Economics takes into account the in-house workshop on housekeeping.

12. All these and more methodologies are explained to the students during classes. The teaching, laboratory and administrative staff are well aware of the procedure.
13. The frequent communications with the university authorities and the academicians and the circulars keep the principal and faculty abreast with any alterations in syllabi by the university. The faculties are informed about the changes or updates in immediate departmental meetings, who in turn informs the students and other institutional members.

2.5.2 How does the institution monitor the progress of the students and communicate it to the students and their parents?

1. The performance of the students in these recurrent examinations helps monitor a student's progress. The results are analyzed by the concerned teacher and the teacher informs the HoD of his analysis and findings. Kudos is offered to good performers. Deterioration of results, difficulties in scoring or lack of understanding of the subject matter, as reflected, are reported to the Principal who in turn adopts corrective measures.
2. The outcome is also informed to Student Guardian Teachers of respective classes. They instruct the students accordingly.
3. The results of tests and assignments are displayed on departmental notice boards.
4. The meetings called by parents-teachers association are a good platform for the college to inform the parents about the overall progress (or lack of it) of their wards.
5. Apart from this, in the case of deterioration of performance of a student, a letter is sent to their parents informing them of the problem. A telephonic communication is preferred by some departments.

2.5.3 *What is the mechanism for redressal of grievances regarding evaluation?*

In case of college examinations:

1. A student is free to point out directly to the concerned faculty any perceived errors in evaluation. These errors, if proved correct, are rectified.
2. Apart from this, sometimes exams are rescheduled in case the pre-decided dates clash with other examinations (UPSC, MPSC, Banking etc) that some or majority of the students may be appearing in. It may also happen in unforeseen circumstances.
3. With their grievances, the students can approach the concerned teacher or Head of the Department or Vice Principal or Principal in that order. The students can approach either individually or through the secretary of students' council. The responsible authorities try to settle the grievances of students in consultation with the principal.

In case of University examinations:

To conduct the examinations in all the subjects of all the students in proper atmosphere and declaration of results are the responsibility of the affiliated university. The university examination cell seeks cooperation from affiliated colleges. Regarding valuation and grievances, Rashtrasant Tukadoji Maharaj Nagpur University has adopted following mechanism:

1. The university has adopted central valuation system wherein answer papers of all examinations are collected at an examination centre and teachers are invited to the centre for valuation.
2. In the university examination system, the valuation of papers by a teacher is followed by moderation by another teacher for further critical evaluation and scrutiny. The results are then declared.

3. Any grievances regarding results, discrepancies and revaluation are promptly attended by the university cell specially prepared for this purpose.
4. In case the student is not satisfied with the results, he/she has the right to challenge the valuation and ask for revaluation.
5. The revaluation right for students is modified. The students have to apply for revaluation of answer papers within the stipulated time with requisite fees. The students are provided with a Xerox copy of their challenged answer papers. After taking opinions by experts on correctness of valuation of contents in the paper, the valuation can again be challenged if not satisfied. For such challenged revaluation, the university appoints a panel of experts who reexamine the papers and communicate the final result to the students. That ensures openness of the system.

2.5.4 What are the major evaluation reforms initiated by the institution/affiliating University? How does the institution ensure effective implementation of these reforms?

There are some major reforms implemented by Rashtrasant Tukadoji Maharaj Nagpur University. Actually the statute 1995 was strictly implemented from 2005-06 with good results:

1. The theory and practical exams are scheduled earlier so as to declare results on time
2. The exams are even conducted on Sundays.
3. A time bound frame for the declaration of results is formed.
4. Spot Examination (Centralized valuation) for all subjects is introduced for timely and quick completion of valuation work by examiners. It also increases interaction and exchange of expertise between examiners that helps truthful evaluation and avoids campaigning. The centre-in-charge of examination ensures hassle free, satisfactory and comfortable arrangements.

5. The valuation of papers is immediately followed by moderation for further critical evaluation and scrutiny.
6. The revaluation right for students is modified, the students are provided with a Xerox copy of their challenged answer papers, after taking opinions by experts, the valuation can again be challenged, a panel of experts appointed by university reexamines and communicates the final result to the students. That ensures openness of the system.
7. The examination work is made mandatory to lecturers
8. It is also made mandatory for principals to relieve the faculty of the college duties.
9. The staff, engaged in the university examination work, cannot resume back their college duties unless the university exam work is completed.
10. The university has amended statute in this regard.
11. The statute also envisages strict disciplinary measures in case of disobedience or failure in timely submission of entrusted jobs
12. The examiners and staff are paid remuneration and travelling allowance in cash right on the spot as against earlier inordinately delayed payments by cheques

The Principal and faculty have helped the University by giving all possible support in valuation, making infrastructure available for centre of examination as also in quick moderation and tabulation of results. The college also schedules and lecturers cooperate for time bound evaluation and declaration of college exam results.

The past five years of examinations clearly show improvements.

The results are declared as scheduled and in no case more than 45 days after exam. The quality of valuation is increased, more so because of the participation of senior faculty who were otherwise reluctant to take on

examination process due to various reasons. For the past three years, the results have been declared in a time-bound fashion relieving a good deal of mental stress to the students whose future is at stake and also the parents who are worried about their future. The complaints are reduced. The student community appears happier.

Besides these university reforms, the college has also made some modifications in examination system. Mostly related to test exam and unit tests, they are :

- 1) Examination reforms implemented by the *University* are strictly adhered to by the college administration.
- 2) At college level, unit tests and preparatory test examinations are conducted with computerized examination procedure
- 3) The mode of questioning seeks very short, short and long answers and follows university norms of examination pattern besides usual preparations for practical examination and viva voce.
- 4) It is ensured that the results are declared within 15 days and counseling follows to alleviate students' difficulties and specially the failures.
- 5) It is mandatory for students to appear for the class tests, unit tests, seminars and annual test examination.
- 6) To ensure seriousness in examination system, some measures are adopted. The students who score less than 10% of maximum marks and who remain absent in the examinations are fined.

The students have taken the examination seriously and the measures have immensely benefited the students for the preparation of university examinations

- 7) NCC cadets seeking admissions to medical colleges are entitled for the additional weight of two marks as incentive.

- 8) Students of NSS, Women's Study and Service Centre and Population Education Club are entitled for incentive up to 10 marks in university examination
- 9) Implementation of "N H College Pattern" since last four years with objective to elevate academic performance of Junior College Students, has shown excellent results with increase in distinctions and meritorious positions and now it will be implemented more vigorously.
- 10) For XII, chapter wise four unit tests, three complete course test series and a test exam were conducted, for XI, two unit tests, two tutorial, 1st term and annual examinations were conducted.
- 11) Projects on varying subjects related to environmental education were given to every student of XI & XII and they were evaluated and graded.

Best Practices in Teaching -Learning Process

2.6.1 *Detail any significant innovations in teaching/learning/evaluation introduced by the institution?*

The following best practices are adopted by our institute:

1. Student Guardianship Scheme to analyze the academic, social and economic status and to initiate remedial measures wherever necessary
2. Students' feedback on teachers, teaching-learning process, infrastructure
3. Suggestion Box (to ensure anonymity and inhibitions if any)
4. Poetry/Literature Display Board for students
5. Assignments, projects, self study, interactive participation and extracurricular activities over and above university syllabus
6. Constant evaluation of students' performance
7. Provision of an e-library to the students with internet connection
8. Provision of departmental libraries and reading rooms
9. Transparent procedure of admission

10. Organization of programmes that help students learn the latest trends in their subjects
11. Students' Subject Associations in each department which help students hone their social, leadership and management skills
12. Students are deterred from using plastic
13. Tukdoji Maharaj Jayanti Bhajan competition is arranged to inculcate moral values.
14. To prepare teaching plan for academic session.
15. Strict warning is given to students against ragging or harassment of ladies or chewing tobacco, pan, ghutka or smoking or drinking liquor or use of mobile in college premises
16. *As a part of value education*, Recitation of **Rastravandana** (*a Patriotic song*) composed by **Rashtrasant Tukadoji Maharaj** (prominently printed in college information brochure) at 11.32 am daily by all the students and the staff is made compulsory to promote patriotic fervor among the students, teaching and non teaching staff.
17. The official song of RTM Nagpur University, Nagpur (printed in college information brochure) is recited at the commencement of every university program
18. Annual college magazine "MANIK" is published to provide students a channel of expression. Literary articles, comments, poems, short stories etc are invited from students and published in "MANIK".
19. Training the faculty in the latest trends/techniques in their fields and the willingness of the management to provide financial help for this purpose.
20. Formal Linkages are established with many reputed and research institutes and organizations
21. Felicitation program of the teaching and non teaching staff for their achievements and awards.
22. Presence of students for flag hoisting ceremony on Independence Day and Republic Day is made mandatory
23. Felicitation of meritorious students and achievers by teachers on Teachers Day

24. Faculty and staff achievers' felicitation by college council and the Principal

ADDITIONAL PROBES FOR REACCREDITATION:

1. **What were the evaluative observations made under Teaching-Learning and Evaluation in the previous assessment report and how have they been acted upon?**

Suggestions given by the previous NAAC Peer Team for Criterion II

- It is heartening to note that the Management has supportive attitude towards teachers desiring to acquire or need to improve research qualifications. The teachers need to avail of these opportunities. More number of teachers needs to be encouraged to obtain M.Phil. and Ph.D. degrees through Faculty Development Program of UGC.
- The participation of teaching faculty in national and international seminars / conferences / workshop may be encouraged.

Action Taken:

1. The college took the suggestions made by the previous NAAC Peer Team very seriously. In the meeting of the members of the faculty after the NAAC Peer Team visit, it was decided to initiate research environment in the college and to increase participation of teaching faculty in national and international seminars.
2. Dept. of Zoology started working on research laboratory establishment and soon, in 2005, it was recognized by the university as Centre for Higher Learning and Research in Zoology
3. Centre for Higher Learning and Research in Zoology has excellent track record. In the short span of five years, two students were awarded PhD, 06 students have submitted their theses and are awaiting award of PhD, 19 students have registered and working for PhD (including 01 on FDP from Shivaji Science College, Akola) and 11 students are awarded MPhil.

4. Other four departments in Arts and Commerce became workplace for MPhil and PhD. In Geography dept. as workplace, one student was awarded PhD, 05 students have submitted their theses and are awaiting award of PhD, 11 students have registered and working for PhD (including 01 on FDP from SS Jaiswal College, Arjuni Morgaon) and 01 student is awarded MPhil.
5. Among teachers, one is awarded PhD, 06 have submitted theses for PhD and 13 have registered for PhD.
6. 07 teachers are working as supervisors and, besides Zoology and Geography Depts., 10 students are working under them.
7. FIP of UGC was availed by 02 teachers in last 05 years.
8. There is vast improvement in research and academic activities. In 2009-10, the teachers attended 100 seminars/conferences and presented 33 abstracts and 17 research papers.
9. The college now has teachers: 09-NET, 05-SET, 09-MPhil, 06-PhD, 06-PhD theses submitted and 17-registered for PhD.

This data is a good indicator of development of research culture among teachers and students of the college. Two students on FDP from other colleges signify that the college has earned reputation for research atmosphere in the university and other universities.

2. *What are the other quality sustenance and enhancement measures undertaken by the institution since the previous Assessment and Accreditation with regard to Teaching-Learning and Evaluation?*

There have been some significant additions since the previous Assessment and Accreditation. These are:

- a. A students quality assurance cell has been established which allows the students to express their viewpoint regarding curricula, infrastructure and, in general, the points they feel are negative and need improvement.

- b. Student Guardianship Scheme is introduced. That helps to identify social and academic weaknesses and strengths of students that helps to adopt measures to improve on their capabilities.
- c. Coaching for NET/SLET is provided to the students.
- d. Competitive Examinations guidance and coaching are arranged.
- e. The audio-visual capabilities of the institution are today far better allowing for improvement in teaching methodology.
- f. Some effort has been made to adopt ICT-based learning.
- g. An e-library has been established allowing the students better access to knowledge and information.
- h. More departmental libraries have been established improving dissemination of books and journals.
- i. More seminars/symposia/conferences were organized giving better exposure to the students about the current development in the subject areas.
- j. The faculty is better trained in sophisticated techniques and is in a better position to give research exposure to the students.

CRITERION III: RESEARCH, CONSULTANCY & EXTENSION

Evaluative Report

3.1 Promotion of Research

3.1.1 Is there a Research Committee to facilitate and monitor research activity? If yes, give details on its activities, major decisions taken (during last year) and composition of the Committee.

The College has a tradition that, every year, it constitutes UGC Schemes, Planning, Projects and Research Committee. This year the composition of committee is:

1. Chairman Dr A A Dhamani, Director, Centre for Higher Learning and Research & HoD, Zoology
2. Member Prof Satish Tidke, IQAC coordinator
3. Member Dr E L Ramteke, HoD, Chemistry
4. Member Prof Dr D H Gahane, HoD, Computer science
5. Member Dr Rekha Meshram, HoD, Commerce
6. Member Prof M R Kapgate, HoD, History

The major research activities by the college last year (2009-10) are:

1. Teachers related research activities: 2009-10
 01. Five National Seminars were organized under the financial assistance of UGC, by the departments of Sociology, History, Geography, Physics and Electronics
 02. 05 Minor Research Projects (MRP) were sanctioned by UGC
 03. One lecturer Ku Madhuri Suple was awarded PhD in Home Economics
 04. 06 lecturers have submitted their theses for PhD in their respective subjects

05. 07 teachers have freshly registered for PhD raising the figure of staff researchers to 17
 06. 50 Research Papers and Abstracts, including 05 in International Journals, were published by teachers
 07. 08 teachers are working as PhD supervisors
2. Centre for Higher Learning and Research related research activities
 08. 03 Research Papers were published
 09. Two students were awarded PhD by RTM Nagpur University
 10. 06 students have submitted PhD theses to RTM Nagpur University
 11. 04 new students registered for PhD raising the number of researchers to 19, including one on FDP
3. PG department of Geography related research activities
 12. 17 researchers including one on FDP are working for Ph D and One for M.Phil.
 13. 02 students have submitted theses for Ph D
4. PG department of Physics related research activities
 14. One teacher was awarded PhD
 15. 04 students are registered for PhD under Dr N S Kokode, one has submitted his thesis
 16. Research Lab is being developed
5. Other Department related research activities
 17. In Botany, Dr M B Wadekar is registered as a research supervisor and 02 students are registered for PhD under him
 18. In Commerce, Political Science and Economics, one student each is registered for PhD
6. Students related research activities
 19. Five candidates with exhibits in Commerce Management & Law participated in a two-day Intercollegiate Research Festival AVISHKAR-2009-10: Stage II in Dec' 2009 organized by the university. The

exhibits displayed wide ranging hues of students' innovative temperament.

20. Two workshops, one in Geography and the other in Home Economics were organized
21. 86 group projects for students were undertaken in environmental studies, 30 in science, 56 in Arts and Commerce.
22. 48 projects were undertaken by PG students in Geography. Besides, dissertations are taken up by PG students in various streams.
23. 02 group projects (pilot studies)for students were undertaken in Home Economics.

The remarkable fact is that 02 students availing FDP under UGC have joined the institute for research, one in Zoology from Shivaji Science College, Akola and the other in Geography from Adarsh College, Arjuni-Morgaon. The fellow in Geography has completed his research work and has submitted his thesis for award of PhD.

The major decisions taken by the research committee in 2009-10 are:

- To keep constant monitoring and watch over the research projects so as to complete the work within stipulated time
- To encourage the staff and the students to publish the research work in reputed journals
- To provide e-library facility for researchers, INFLIBNET requirement was recommended
- To subscribe for some advanced research journals was recommended
- To encourage availing FDP by eligible teachers
- To promote researchers for availing research scholarships
- Extension of research facilities like purchase of advanced equipments and expansion of laboratories were recommended
- The researchers were asked for the increased collaboration with outside research establishments to enhance the depth in their work

3.1.2 *How does the institution promote faculty participation in research? (providing seed money, research grants, leave , other facilities)*

The institution promotes research through various means.

The institution, each year provides money to buy **sophisticated instruments** required specifically for research. Thus, Digi-2 Research Microscope with image capturing devices, binocular microscopes, Spectrophotometer, incubators, BOD incubator, Oven, Freezer, PH meter, portable water analysis kit, high accuracy digital balances, double distillation equipment, astronomical telescope, computers and other instruments and non-recurring materials for analyses have been provided for research by the institution.

Several costly chemicals needed for research are also provided for by **institutional money**.

Leave for research work has been provided to the faculty as and when necessary. Thus, leave under faculty development programmes has been availed of by the faculties of the institution for the completion of their theses work. Leave for the training in essential techniques or for attending symposia/seminars/conferences/workshops is routinely sanctioned.

The Principal and Management motivate the teachers to participate in conferences, seminars, workshops etc and allot some funds for the same in the budget. They provide FDP facilities and sanction leaves. The college also sanctions duty leave to carry out field work, survey, library work and visits to national institutes in connection with MRP.

Talks by the peers who have obtained research funding from various agencies are arranged by the institution to make the college faculty members aware of the procedures and the requirements to attract such funding. This has resulted in a higher number of funded projects being carried out in the institution today.

3.1.3. *Does the institutional budget have a provision for research and development? If yes, give details.*

In the annual budget of 2009-10, from the non-grant section, there was a budgetary provision of Rs 4 lack for laboratory expenses and Rs 1 lack for contingencies.

In the annual budget of the institution, a provision is made for new equipments needed for laboratory and research. The institutional budget makes some provision for seminars and conferences. Each Department is expected to submit a budget to the institution at the beginning of every financial year. The department is expected to factor in their research requirements in the budgetary support they ask for. This is then considered by the institution. The department of Zoology have been recognized by RTM Nagpur University as 'Centre for Higher Learning and Research', the required fees of Rs. 50,000/- and the cost of laboratory research instruments were borne by the institution.

3.1.4 *Does the institution promote participation of students in research activities? If yes, give details.*

The institution encourages students and promotes their participation in research. The institution is actively involved in making arrangements for our students to conduct postgraduate dissertations in the National Institutes in India. Our students have thus been benefitted of facilities in institutions such as:

01. Institute of Science, Nagpur
02. P.G. Department of Zoology, R.T.M.Nagpur University, Nagpur
03. Jaslok Hospital and Research Centre, Mumbai
04. All India Institute of Medical Sciences (AIIMS), New delhi

05. PGTD Physics, R.T.M.Nagpur University, Nagpur, sharing their infrastructure for research, information and guidance.
06. PGTD Physics, Sant Gadgebaba Amravati University, Amravati
07. PGTD Chemistry, Sant Gadgebaba Amravati University, Amravati
08. PGTD Physics, Pune University, Pune
09. PGTD Physics, Delhi University
10. BARC, Mumbai
11. VNIT, Nagpur
12. NEERI, Nagpur
13. Kamla Nehru College, Nagpur
14. IPL, Ahamdabad
15. S P College, Chandrapur
16. Ramanand Tirth Uttar Maharashtra University, Nanded
17. M J College, Jalgaon,
18. Mumbai University, Mumbai
19. Pearl Culture Center Bramhapuri through Dr. M. K. Deshmukh as consultant for Pearl Culture and Fisheries development.

The institution is also working in the field of humanities, social work, Naturopathy and Moral Values in collaboration with
20. SAIGATA Forest, Saigata, dist Chandrapur
21. Chorti and Lakhapur forests, 'Gram Swarajya' (Village Self Governance) dist Chandrapur
22. YCMOU (Nashik), a distance learning University
23. SEARCH (Gadchiroli)
24. ATMANUSANDHAN BHU-VAIKUNTH (Adyal Tekdi) dist Chandrapur
25. Amhi Amuchya Arogyasathi (AAA), Kurkheda, dist Gadchiroli for medicinal plants

The College also identifies advanced learners at the undergraduate level and makes arrangement for short term research projects for them at the

above research institutes. Normally these institutes do not encourage undergraduate students directly. However, through persuasion and personal relations of our faculty with the scientists at these research institutes, the college has been able to get work done for our students.

The college souvenirs, published on the eve of National Seminars, contain some papers on the research done by our own students. Such publication encourages the students for doing research and gives them a feeling of wholesome participation in every sphere of research.

Our thrust on providing research avenues to students led us to get a few of our laboratories recognized for research by the RTM Nagpur University and thus, we have provided them with a natural progression to research after completion of their masters degrees. The presence of several recognized and active Ph.D. supervisors among the faculties in the college further motivates the students to join the field of research. The recognized PhD supervisors are:

Faculties from N H College:

- Dr. N.S.Kokode, Dept. of Physics, N.H. College, Bramhapuri;
- Dr. A. A. Dhamani, Director, Center for Higher Learning & Research, N.H. College,
- Dr. W. R. Bhandarkar, Ex. HOD. Dept. of Zoology, N.H. College, Bramhapuri;
- Dr. N.J.Chavhan, Ex. HoD. Dept. of Botany, N.H. College, Bramhapuri;
- Dr. M.B.Wadekar, Dept. of Botany, N.H. College, Bramhapuri;
- Dr. S.M.Shekokar, Dept. of Physical Education, N.H. College, Bramhapuri.
- Dr. M. K. Deshmukh, HOD. Dept. of Fishery, N.H. College, Bramhapuri;

Faculties/Experts/Scientists from other reputed institutes:

- Dr. S. V. Mohril, DSc, Head PGTD Physics, RTM Nagpur University, Nagpur;

- Dr. S. J. Dhoble, PGTD Physics, RTM Nagpur University, Nagpur;
- Dr. M. M. Gadegone, Director, Govt. Institute of Science, Nagpur;
- Dr. R. J. Andrew, Co-Ordinator, P. G. Dept. of Zoology, Hislop College, Nagpur;
- Dr. A. M. Chilke, HoD Zoology, Shivaji Science College, Rajura Dist. Chandrapur;
- Dr. Raghukumar, Sindhu Mahavidyalaya, Nagpur;
- DR. R. V. Tijare, Govt. Institute of Science, Nagpur;
- Dr. R. B. Dahare, Sarvodaya Mahavidyalay, Sindewahi;
- Dr. S. B. Bhakare, HoD Zoology, Dnyanesh Mahavidyalaya, Nawargaon;
- Prof V H DEODHAR, Retd Director, VNIASS, Nagpur;
- Dr MEGHA SAWARKAR, Dept of Geography, VNIASS, Nagpur;
- Dr D WANKHEDE, Dept of Geography, VNIASS, Nagpur;
- Dr J V DADVE, Principal, Y C College, Lakhandur;
- Dr A S BHOLE, M J College, Jalgaon;
- Dr P M WADTE, HoD, Bar Wankhede College, Mohpa;
- Dr P NAGTODE, Retd Principal, J P Munghate College, Dhanora.

The Dept. of Physics undertakes the research projects of PG students some of whom have published papers on their work.

Several others have further facilitated the path of our students into research fields.

3.1.5 *What are the major research facilities developed on the campus?*

To provide research environment in the campus, some of the steps incorporated are:

The institution has:

- a) Provided several costly chemicals and materials needed for research by **institutional money.**

- b) Purchased many sophisticated instruments and articles required for research, computers and broad band facilities
- c) Increased space for work, improved research environment, renovated museum, developed photography lab, allowed use of labs beyond college hours
- d) Subscribed research journals and books, provided INFLIBNET e-library, open access to library
- e) Made the supervisors and the support staff accessible to the researchers for 24 hours
- f) Encouraged organization of lectures of experts, freedom to enhance research skills
- g) Developed Physics research lab where research and MRP work continue.
- h) Developed the PG department of Geography as a place of research
- i) Department of Botany is also being developed for research.

Faculties and students in Arts and Commerce streams are also pursuing work for Ph.D. in their respective departments and facilities like books, journals, e-library etc are available for the researchers.

The major area of study in the Centre for Higher Learning and Research in Zoology are:

- Hydrobiology
- Aquaculture
- Endocrinology
- Reproductive Physiology
- Entomology

The basic and advanced instrumentation for these study areas is developed. Besides the points mentioned in answer to 3.1.2, CHLR Zoology laboratory has well developed photo lab, Internet Centre, departmental library and 06 research journals.

In the dept. of Physics research laboratory, the work is predominantly on Luminescence and the facilities developed are:

- Furnace (up to 1150 °C) for sample preparations
- Crystal growing methods by cooling
- Phosphors preparation by combustion method
- Crystal growing technique by solution method
- Distillation apparatus
- Digital balances and balances up to four decimal digit accuracy
- Characterization, measurements and analysis is carried out in collaboration with PGTD Physics RTM Nagpur University; NEERI, Nagpur; BARC, Mumbai; Kamla Nehru Engineering College, Nagpur

3.1.6 Give details of the initiatives taken by the institution for collaborative research (with national/ foreign Universities/ Research/Scientific organisations / Industries / NGOs)

Most of the departments of the college are in constant touch with their counterparts in the University. Informal collaborations exist between the departments in the college and the University and this is reflected by frequent visits, communications and events organized at both ends.

Apart from this, the department of Physics uses labs of 1) PGTD of Physics RTM Nagpur University for research work, 2) National Environmental Engineering Research Institute, Nagpur (NEERI) for data analysis and XRD, 3) PGTD Physics, Amravati University, Amravati for research guidance through Dr Omanwar. Similarly there are regular research consultations with 4) PGTD Physics, Pune University, Pune; 5) PGTD Physics, Delhi University; 6) BARC, Mumbai; 7) VNIT, Nagpur; 8) Kamla Nehru College, Nagpur and 9) IPL, Ahamdabad.

The Centre for Higher Learning and Research in Zoology has formal arrangements with 1) Jaslok Hospital and Research Centre, Mumbai; 2)

AIMS, New Delhi; 3) Institute of Science, Nagpur; 4) P.G. Department of Zoology R.T.M.Nagpur University, Nagpur. The advanced facilities like electron microscopy and data standardization available at these institutes are used by the researchers and students.

Dr. M. K. Deshmukh is consultant for 'Pearl Culture and Fisheries Development Center Bramhapuri'. At the Pearl Culture Center he has helped in achieving stupendous results.

The department of Geography works very closely with S P College, Chandrapur in research and resources exchanges. It also has formal exchanges of research consultancy with 1) Ramanand Tirth Uttar Maharashtra University, Nanded; 2) M J College, Jalgaon and 3) Mumbai University.

N H College has signed MoU with YCMOU (Yeshwantrao Chavhan Maharashtra Open University, Nashik), distance learning university, to open educational avenues to dropouts, deprived, uneducated and employed who desire to continue their education.

The institution has also initiated in the field of humanities and Naturopathy and moral values:

1. The N H College "Nature Club" has established linkage with, conducted research and helped in the development and conservation of forest at village SAIGATA, (3 km) Tehsil Bramhapuri. The project of forestation was undertaken under the guidance of Prof V N Mahajan, HoD, Chemistry and Dr N S Kokode, the Principal. A few years back, it was a barren land of 432 acre. Now it is a nationally recognized forest and is identified as a best developed forest by Govt of Maharashtra. N H College "Nature Club" has researched in the creation and maintenance of its Biodiversity structure. Biodiversity Register was prepared and maintained. Public awareness camps for environment protection were organized by Prof V N Mahajan, HoD, Chemistry and Director, Nature Club, N H College Bramhapuri. His team comprised of Prof Dr N J Chavhan, HoD, Botany;

Prof Dr W R Bhandarkar, HoD, Zoology; and the Principal Dr N S Kokode. They were instrumental in getting recognition for SAIGATA FOREST at National level. He also prepared and presented a Research Paper on Water Harvestation at National Conference organized by National Centre for Science and Environment New Delhi (biggest environment organization in Asia-Pacific Region). Saigata forest was awarded Rs 5,00,000/- “Sant Tukaram Van Gram Yojna” Forest Conservation Award-2007 by Government of Maharashtra. Mr Suryabhan Khobragade, President, Saigata Vansawrakshan Samiti (Forest Protection Committee) received many national and state level awards and was honoured by many institutions for his exemplary work. His achievements are mentioned on page no. 173 Vol V of ‘Asia/Pacific Who’s Who Journal’. Initiated by N H College “Nature Club”, the SAIGATA Forest has achieved a special National status and it is now a special project run by Govt of Maharashtra with Public Participation, the villagers are rewarded with equal ownership along with the government.

2. Similarly, N H College worked hard under the guidance of Principal Dr N S Kokode in collaboration with ATMANUSANDHAN BHU-VAIKUNTH (Adyal Tekdi, Bramhapuri) for restoration of ownership on forest to villagers of villages Chorti and Lakhapur, 950 acres in area; the same was denied to villagers by the Forest Department and the Government, the escalated and persuasive battle was ultimately won and ‘Gram Swarajya’ (Village Self Governance) for villagers of Chorti and Lakhapur forests was restored.
3. The college also collaborates in extension programs with
 - a) SEARCH (Gadchiroli) for women’s education,
 - b) ATMANUSANDHAN BHU-VAIKUNTH (Adyal Tekdi) for Gram Swarajya (villagers’ right to self-rule), Atmonnati (spiritual self emancipation), ideal village formation, naturopathy and voluntary services and
 - c) Amhi Amuchya Arogyasathi (AAA) Kurkheda for medicinal plants.

3.2 Research and Publication Output

3.2.1 *Give details of the research guides and research students of the institution (Number of students registered for Ph.D. and M. Phil., fellowship/scholarship, funding agency, Ph.Ds and M.Phils awarded during the last five years, major achievements, etc.,)*

The table on next page details the names of the research guides, the number of students registered under them for Ph. D. and the number of students awarded Ph.D. under them. M.Phil. students and awardees are similarly specified.

Of the 23 recognized research supervisors, 08 are from N H College and 15 are visiting faculties from reputed institutes.

The Department of Geography is a work place for research. There are 17 students registered for PhD in Geography. That includes one availing FDP. The supervisors are visiting faculties. Out of these students one is awarded PhD by RTM Nagpur University and 05 students have submitted their theses for PhD.

Dr N S Kokode in Physics is a registered guide and his 5 students (01 submitted thesis for PhD) are working at PGTD Physics RTM Nagpur University Nagpur. Dr M B Wadekar in Botany is also a registered guide and his two students are working at national research lab of Ankur Seeds Pvt Ltd, Nagpur. Both the groups are availing all research facilities at N H College, Bramhapuri.

DEPARTMENT	Research Supervisor	Number of PhD students	Number of MPhil students	Funding
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			Total	Awards	submitted	Working	Total	Awards	submitted	Working	
1	CHLR Zoology	Dr. A.A. Dhamani	15		2	13	7	7			1 FDP
2		Dr.R.J. Andrew	4		1	3					
3		Dr. A.M. Chilke	2			2					
4		Dr. M.M. Gadegone	1			1					
5		Dr. R.B. Dahare	1			1					
6		Dr. R.V. Tijare	1			1					
7		Dr. Raghukumar	1			1					
8		Dr.W.R.Bhandarkar	9	2	3	4	4	4			
9		Dr M K Deshmukh									
10	Geography	Dr A S BHOLE	3			3					
11		Dr D WANKHEDE	2		1	1					
12		Dr J V DADVE	3		1	2					
13		Dr MEGHA SAWARKAR	4		1	3					
14		Dr P M WADTE	2			2					
15		Dr P NAGTODE	1		1						1 FDP
16		Dr D A Pardhi					1	1			
17		Prof V H DEODHAR	2	1	1						
18	Physical Education	Dr S M Shekokar	4			4					
19	Physics	Dr N S Kokode	5		1	4					
20	BOTANY	Dr. N.J.Chavan									
21		Dr. M. B. Wadekar	2			2	2	2			
22	Poli Sc	Dr Ashok G Kale	1			1					
23	Commerce	Dr J B Lanjewar	1			1					
Total Number of Sudents			54	3	11	40	12	12			2 FDP

The departments of Physical Education, Commerce and Political Science are also developed into work places leading to doctoral degree.

Of the 23 recognized research supervisors, 08 are from N H College and 15 are visiting faculties from reputed institutes.

The Department of Geography is a work place for research. There are 17 students registered for PhD in Geography. That includes one availing

FDP. The supervisors are visiting faculties. Out of these students one is awarded PhD by RTM Nagpur University and 05 students have submitted their theses for PhD.

Dr N S Kokode in Physics is a registered guide and his 5 students (01 submitted thesis for PhD) are working at PGTD Physics RTM Nagpur University Nagpur. Dr M B Wadekar in Botany is also a registered guide and his two students are working at national research lab of Ankur Seeds Pvt Ltd, Nagpur. Both the groups are availing all research facilities at N H College, Bramhapuri.

The departments of Physical Education, Commerce and Political Science are also developed into work places leading to doctoral degree.

To sum up, N.H.College has grown into a research centre mainly in Zoology, Physics, Botany and Geography: a total of 54 worked for PhD & 14 for MPhil; 03 are awarded PhD; 11 have completed work successfully, submitted their theses and are awaiting award of PhD; 40 (including 02 availing FDP) are presently working for PhD and 14 are awarded MPhil in the last five years. Plans are afoot for development of research centers in other departments.

3.2.2 *Give details of the following:*

- a) *Departments recognized as research centers*
- b) *Faculty recognized as research guides*
- c) *Priority areas for research*
- d) *Ongoing Faculty Research Projects (minor and major projects ,funding from the Government, UGC, DST, CSIR, AICTE, Industry, NGO or International agencies)*
- e) *Ongoing Student Research Projects (title, duration, funding agency, total funding received for the project).*

- a) Departments recognized as research centers

1. Department of Zoology has been recognized as a Centre for Higher Learning & Research (CHLR) by RTM Nagpur University, Nagpur vide its letter no. BCUD/R/2005/1561 dated 19/10/2005. Two students from the Centre are awarded Ph.D. by RTM Nagpur University; Five students have submitted their PhD theses to RTM Nagpur University; Four new students are registered for PhD in Zoology raising the number of researchers to 17 including one on FDP.
2. Department of Physics has a well equipped research lab with some students working for PhD, MRP and MSc projects, plans are afoot for obtaining its recognition by the University.
3. All PG departments in Arts (08) and Commerce (01) are recognized place of research by default as per university norms.
4. Department of Geography is recognized as a work place for Research leading to Ph.D. and M.Phil. Presently One student for M.Phil. and 17 students are working for PhD in PG department of Geography as a place of work, that includes one on FDP. One student is awarded Ph.D. and five students have submitted their theses for Ph.D.
5. Department of Commerce and the Departments of Humanities - Home Economics, Economics, History, Political Science, Sociology, English, and Marathi have many students registered for PhD in respective departments of the College as a work place.
6. Department of Physical Education has 04 students for PhD registered under Dr. S.M.Shekokar, HoD, Physical Education.

b) Faculty recognized as research guides

There are 23 research supervisors working in the college. 08 faculty members of N H College (02 recently retired but continuing research supervision) are university recognized Ph.D. guides. Under collaboration and as inter-institute cooperation, recognized Ph.D. guides from other institutes, 06 in CHLR, Zoology, 07 in Geography and one each in Commerce and Political Science are also working as research supervisors for N H College

research students and utilizing the facilities here. The names of these faculty members are:

		DEPARTMENT	Research Supervisor
1	1	PHYSICS	Dr. N.S.Kokode, <i>Principal, N.H. College, Bramhapuri</i>
2	1	CENTER FOR HIGHER LEARNING & RESEARCH (CHLR), ZOOLOGY	Dr.A.A.Dhammani, <i>Director,CHLR,Zoology, N.H. College, Bramhapuri</i>
3	2		Dr.W.R.Bhandarkar, <i>Ex-Director,CHLR,Zoology,N.H.College, Bramhapuri</i>
4	3		Dr. M. K. Deshmukh, <i>N.H. College, Bramhapuri</i>
5	4		Dr. M .M. Gadegone , <i>Director, Govt. Institute of Science, Nagpur</i>
6	5		Dr. R.J.Andrew, <i>Co-Ordinator,PG.Dept.of Zoology, Hislop College, Nagpur</i>
7	6		Dr. R.B. Dahare , <i>Sarvodaya Mahavidyalay, Sindewahi</i>
8	7		Dr. Raghukumar, <i>Sindhu Mahavidyalaya, Nagpur</i>
9	8		Dr. A.M. Chilke, <i>Shivaji Science College, Rajura Dist. Chandrapur</i>
10	9		Dr. R.V. Tijare, <i>Govt. Institute of Science, Nagpur</i>
11	10		Dr. S.B. Bhakre, <i>Dnyanesh Mahavidyalaya, Nawargaon</i>
12	1		BOTANY
13	2	Dr. N. J. Chavan, <i>Ex-HoD, Dept of Botany, , N.H. College, Bramhapuri</i>	
14	1	GEOGRAPHY	Dr D A Pardhi, <i>HoD, Dept of Geography, N.H. College, Bramhapuri</i>
15	2		Prof V H DEODHAR, <i>Ex-HoD, Dept of Geography, VNIASS, Nagpur</i>
16	3		Dr MEGHA SAWARKAR, <i>Dept of Geography, VNIASS, Nagpur</i>
17	4		Dr D WANKHEDE, <i>HoD, Dept of Geography, VNIASS, Nagpur</i>
18	5		Dr J V DADVE, <i>Principal, Y C College, Lakhandur</i>
19	6		Dr P NAGTODE, <i>Ex-Principal, Arts & Commerce College, Dhanora</i>
20	7		Dr A S BHOLE, <i>M J College, Jalgaon</i>
21	8		Dr P M Wadte, <i>Barrister Wankhede College, Mohpa, Nagpur</i>
22	1	PHYSICAL EDUCATION	Dr. S. M Shekokar, <i>HoD,Dept of Phy Education,N.H. College, Bramhapuri</i>
23	1	Commerce	Dr J B Lanjewar, <i>G W College, Nagbhid</i>
24	1	Political Science	Dr Ashok G Kale, <i>M B Patel Col, Gondia</i>

Dr. W. R. Bhandarkar & Dr. A. A. Dhamani received the fellowship of Indian Association of Aquatic Biology.

c) *Priority areas for research :*

	DEPARTMENT of	Thrust area of Research
1	PHYSICS	<i>Synthesis and Characterization of Luminescent Phosphors, solid state lighting, UV Applications & Dosimetry</i>
2	CHLR, ZOOLOGY	<i>Reproductive Endocrinology, Hydrobiology, Animal Physiology,</i>
3		<i>Environmental Biology</i>
4		<i>Aquaculture, Entomology</i>
5	BOTANY	<i>Reproductive Biology of Angiosperms, Cytogenetics, propagation of plants of Medicinal and ornamental value, Palaeobotany</i>
7	GEOGRAPHY	<i>Agriculture, soil quality, water harvesting and tourism</i>
8	PHYSICAL EDUCATION	<i>Sports Medicine, Psychology, Sociology, Biomechanics</i>
9	Home Economics	<i>Malnutrition in children and Job Satisfaction of Employed Homemakers</i>
10	History	<i>Cultural History in the Nagpur State in Third Raghujji Bhosle's Times (1816-1854)</i>
11	MARATHI	<i>Swatantryottar Marathi Sahitya</i>

d) Ongoing Faculty Minor Research Projects (MRP), Title Of work and their funding are detailed below :

Name of Department	S. No.	Title of the project	Funding Agency	Amount sanctioned in Rs.	Status		
					Newly implemented	Ongoing	Completed
PHYSICS	1	Dr N S KOKODE: <i>Synthesis and Characterization of White Luminescent Phosphor</i>	UGC	53,000			Completed
	2	Dr P S HEMNE: <i>Synthesis and Characterization of Some Luminescent Materials for UV Measurements and Applications & Dosimetry</i>	UGC	68,800			Completed
	3	S J TIDKE: <i>Study of Luminescence in Some Mixed Sulphate Compounds</i>	UGC	51,000		Ongoing	
	4	Dr D H GAHANE : <i>Development of blue phosphors solid state lighting</i>	UGC	1,75,000	Newly implemented		
MARATHI	5	R R GANVIR : <i>Swatantryottar Marathi Sahitya</i>	UGC	15,000			Person Expired hence incomplete
HISTORY	6	M R KAPGATE : <i>Cultural History in the Nagpur State in Third Raghujj Bhosle's Times (1816-1854)</i>	UGC	45,000			Completed

HOME ECONOMICS	7	A B SAMARTH : Job Satisfaction of Employed Homemakers of Chandrapur district	UGC	1,50,000	Newly implemented		
BOTANY	8	Dr M B WADEKAR : Preliminary Investigation of some Ethnomedicinal plants of Bramhapuri Tahasil Dist Chandrapur MS	UGC	1,10,000	Newly implemented		
PHYSICAL EDUCATION	9	Dr S M SHEKOKAR: Study of Job Satisfaction of the teachers in Physical education & Subject teachers of some selected Schools in Chandrapur District	UGC	1,25,000	Newly implemented		
Total	9	9 Faculty in projects	Amount Sanctioned in last 05 Yrs	Rs 7,92,800	04	01	03

Note: While this report is being written, faculties are awaiting sanction for two Major Research Projects and some Minor Research Projects submitted to UGC during the year 2010-11

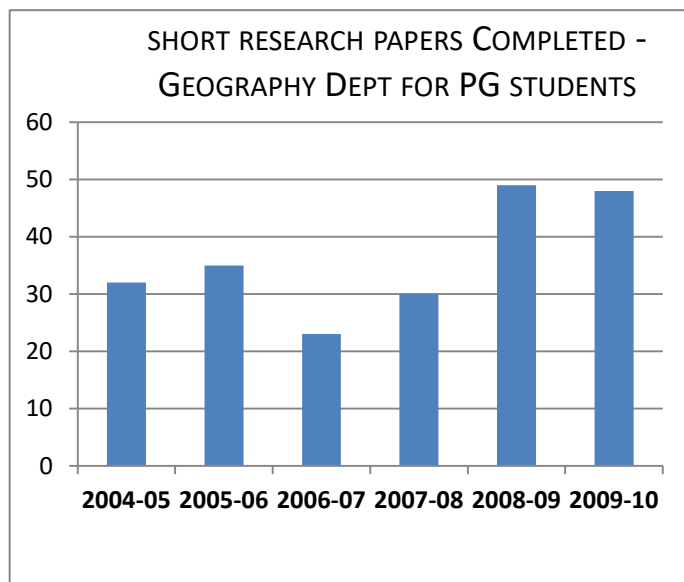
d) *Ongoing Student Research Projects (title, duration, funding agency, total funding received for the project).*

There are no funded research projects undertaken by the students. However, at any given time there are a large number of students carrying out their individual projects which are funded by the college.

The Geography department, under the leadership of Dr D A Pardhi and Prof Dr R K Dange, conducts students' projects every year. In 2009-10, it had undertaken 48 short research papers for their PG students. Year wise details are:

The Geography department Short Research Papers for their PG students

Academic Year	Projects Completed
2004-05	32
2005-06	35
2006-07	23
2007-08	30
2008-09	49
2009-10	48
Total	217



In 2009-10, under environmental science, 56 group projects for both UG Arts and UG Commerce students and 31 for UG Science students (total 87) were completed.

The Home Economics department has completed 02 student projects.

Besides, PG Physics conducts projects for its students. Dr N S Kokode supervised 07 Projects of M.Sc. (Physics) Programme and 02 projects for M.Phil (Physics) Programme. Dr P S Hemne and Prof S J Tidke also guided many PG projects. All the projects are of inquisitive nature related to sensitive aspects of national requirements and data collection and analysis.

These projects undertaken by students are mostly related to agriculture, soil quality, water harvesting, tourism, environment and socio-economic problems of surrounding area so that students' curiosities are stimulated and wider hues of National problems are introduced.

The following examples will make clear how seriously these are taken by the institution.

2007-08: 04 projects were prepared indigenously and were presented at RTM Nagpur University Research Festival '**AVISHKAR-2007**' organized at Shivaji Science College, Nagpur. It included one based on nanotechnology concept "**Nano-Doctor**" conceived by BSc II (Biology) student Kevindra Bhajbhuje. It was highly lauded.

2008-09: The college organized a two-day RTM Nagpur University Intercollegiate Research Festival "**AVISHKAR-2008**": Stage II on 17th & 18th Dec' 2008 for UG, PG and Research levels from Humanities, Commerce Management & Law, Pure Sciences and Agriculture & Animal Husbandry Categories. The exhibits displayed wide ranging hues of students' innovative temperament. Five projects of our college were selected for the Inter-University competition Research Festival AVISHKAR-2008 held at Sant Gadgebaba University, Amravati.

2009-10: Five candidates participated with exhibits in Commerce Management & Law, Agriculture & Animal Husbandry and one project was selected for onward university level – Stage III competition **AVISHKAR-2009**.

3.2.3 *What are the major achievements of the research activities of the institution (findings contributed to subject knowledge, to the Industry needs, community development, patents etc.)?*

The past five years of research work in the college has led to a few significant achievements.

- The Department of Physics has developed Luminescent Materials for UV Radiation Measurements, phototherapy lamps and Dosimetry for Photodermatoses, Psoriasis and Vitiligo. The findings are being thoroughly investigated further for medical treatment of cancer and skin diseases.

- Another investigator in Physics has *developed white and blue phosphors solid state lighting* devices which have profound industrial and energy saving applications.
- Botany department has contributed in the propagation of rural technology like bio-fertilizers, vermi-culture, composting and Medicinal plants and earned expertise in this field for counseling. The investigators attempted to lessen and gradually end the farmers' predicaments. The biodiversity register has helped identify many rare medicinal plants.
- CHLR Zoology has worked extensively on Hydrobiology, Aquaculture, Endocrinology, Reproductive Physiology and it has commendable and remarkable achievements in environment protection. It has identified a species of bats that can protect the crops from the infections and the onslaught of seasonal insects. All the water bodies in the peripheral region are studied for their limn-logical status and biodiversity atlas of these aquatic bodies are prepared. The anthropological activities around these lakes are damaging the species and reducing the water level. In order to prevent extinction of biodiversity, reports will be submitted to municipality and concerned administrative department so as to conserve the biodiversity and the lakes.
- The department of Geography is now grown into a centre for important database on agriculture, soil quality, water harvesting, tourism, environment and socio-economic problems. The collected data and its analysis are sometimes referred to by industrial and other organizations.
- Research in the department of history has shed new light on the *Cultural History in Nagpur State in Third Raghujji Bhosle's Era*. The investigation may lead to understanding the history of Marathas in Nagpur region from a different perspective.
- As detailed in response 3.1.6, initiated by N H College "Nature Club", the SAIGATA Forest, once a 432 acre of barren land is now a well developed forest. With ceaseless efforts of N H College, it has achieved a special national status and is now a special project run by Govt of Maharashtra

with Public Participation, the villagers are rewarded with equal ownership along with the government.

- N H College worked hard for the restoration of ownership of forest and its resources to villagers of Chorti and Lakhapur forest region, 950 acres in area. Earlier, the same was denied to the villagers by the Forest department and the government. 'Gram Swarajya' (Village Self Governance) for villagers of Chorti and Lakhapur forests was restored.
- Researchers in Home Economics were involved in the study and causes of the acute malnutrition among the children in the tribal region Kurkheda of district Gadchiroli. The closely analyzed findings were an eye opener to the administration. Employed Homemakers of Chandrapur district are also being investigated to study the problems among women.
- The Department of Chemistry has commenced soil testing and studying the water quality for the benefit of the farmers in the region.

3.2.4 Are there research papers published in refereed journals by the faculty? If yes, give details for the last five years including citation index and impact factor.

In the last five years, the faculties have published 15 research papers in international journals, 42 papers in national journals and 15 abstracts in research magazines. The details are given in *Annexure-XIII*. The response to this query is clubbed with 3.2.5 below.

3.2.5 Give list of publications of the faculty.

- a. Books
- b. Articles
- c. Conference/Seminar Proceedings
- d. Course materials (for Distance Education)
- e. Software packages or other learning materials
- f. Any other (specify)

The faculties have published books, articles, abstracts in conferences, seminars, proceedings etc. General interest articles in newspapers as well as

the new generation media (blogs) have also been published by the faculty.
Here is a summary of teacher-wise activities:

TABLE of SUMMARY of TEACHER-WISE ACTIVITIES

	NAME of FACULTY	PAPERS , ABSTRACTS PUBLISHED			CONFERENCE/SEMINAR ATTENDED BY FACULTY in LAST FIVE YEARS						BOOKS	ARTICLE	SOFTWARE DEVELOPED
		PAPERS in INT JOURNALS	PAPERS in NAT JOURNALS	ABSTRACTS	INTERNAT. CONF	N-CONF	SEMINARS	SYMPOSIA	WORKSHOPS	REFRE / ORIENT			
1	Dr. N S Kokode	5	6	1		47				6	2	4	1
2	Dr. P S Hemne		5			12					9		
3	S J Tidke		2			15				4	1		2
4	S V Bannore			2									
5	Dr. E L Ramteke					1							
6	Dr. A A Dhamani	7		2	4	6	14	9	10	4	17		
7	Dr D. H. Gahane	3	12			15			1	5			2
8	Dr D A Pardhi		1	2		11					1		
9	Arti Samarth		5	3		29				5			
10	Dr. M B Wadekar					34							
11	Dr R. K Dange		4	2		12							
12	Dr. S.M.Shekokar		6			22					1	7	
13	Ratan Meshram		4										
14	Dr Rekha Meshram					12				4			
15	Dr T. K. Gedam					13				1			
16	M. R. Kapgate			5		32							
17	Aslam Sheikh					9				2			
18	D. L. Khanorkar		2			38					2	1	
19	V V Chandanshive			2		9							
20	B L Lengure					5							
21	B Damkondwar		1	1		12							
22	Y N Meshram		7	1	2	2	14						
23	Bandu Gedam					2							
24	P Watti					4							

25	P Wankhade												
26	A Meshram												3
27	Y Thawari					1							
28	M Pathade												
29	Ravi Thakur												8
30	A B Jagne		1										
Total :		15	56	21	6	343	28	9	11	31	33	12	16
TOTAL PAPERS :		92			Total Number of Events			428				Total Publications	45

The College faculty has attended 428 events of national/international conferences, seminars, symposia, and refresher and orientation courses including 06 international conferences. The faculty has published 15 research papers in International Journals and 56 research papers and 21 abstracts in National Journals, though their citation index and impact factor are not available. The faculty has published 33 books and 12 articles; numbers of articles published in news papers are too large to record here. The details are given in the table above and the list of conferences, seminars, symposia, refresher, orientation courses, books, articles, software, *Conference/Seminar Proceedings* are given in *Annexure-XIV*.

Sixteen types of Software packages and learning materials are also developed by faculty. Software for Computerization of Billing and software for Energy Billing for MSEB were developed by Prof S J Tidke, software for salary, GPF, kids software, Stock & Vehicle Maintenance etc were developed by Prof Ravi Thakur, software for examination system was created by Prof Dr D H Gahane and Accounting software and Business websites are developed by Prof Akash Meshram - the details are given in *ANNEXURE XIV*.

3.3 Consultancy

3.3.1 *List the broad areas of consultancy services provided by the Institution during the last five years (free of cost and/or remunerative). Who are the beneficiaries of such consultancy?*

The faculty of the college provides consultancy distinctively. The vicinity is rural, agri-based, forest dominated and short of industrial growth.

Hence we have searched for consultancy mostly in environmental, farming and social needs. The consultancy is in the form free service and suggestions by experts in the specific fields. This is basically in compliance with the institution's mission and vision to serve the rural, tribal and backward populace of the region. We have realized that this can be remunerative. In the coming years, we look forward to attract such remunerative consultancies. Presently 09 faculties are involved in this.

For the last few years, the Department of Geography has provided agricultural produce data and its analysis to the administration for remedial measures. The department has also conducted the fertility survey of cultivable land and suggested some measures which have largely benefitted the farmers.

Consultancy in landscape gardening, floriculture, medicinal plants, vermiculture and compost fertilizers and nursery is provided by the department of Botany through Dr M B Wadekar, HoD to institutions, industries, citizens and farmers.

Consultancy in computerization of Maharashtra State Electricity Board (MSEB) energy distribution system for consumers of Gadchiroli & Chandrapur districts and also the energy billing software were provided by Prof. Satish Tidke to MSEB.

Dr M K Deshmukh offers his services to Pearl Culture Center Bramhapuri as consultant for Pearl Culture and Fisheries development.

In the field of educational development and knowledge enhancement, the Consultancy is routinely sought from the Principal Dr N S Kokode who works on many educational organization and knowledge commission (State). He acts as a resource person for the programmes on Gram Swarajya (village right to self-rule), Atmonnati (spiritual self emancipation), ideal village formation, naturopathy and voluntary services at Atmanusandhan Tekdi Adyal and villages Chorti, Lakhapur and Saigata.

Software consultancy is provided by Dr D H Gahane, Prof. Ravi Thakur of Dept. of Computer Science and by Prof. Akash Meshram of Dept. of Commerce to many industrial and academic units.

The Department of Chemistry has commenced soil testing and the study of water quality for the benefit of farmers in the region.

Most of these consultancies are free and given as a service to society.

3.3.2 How does the institution publicize the expertise available for consultancy services?

The publicity of consultancy available with the college is presently through the reputation of the faculty experts and word of mouth. The College has so far made no attempt to publicize the expertise available with it. However, from the beginning of this session, the college will put up the relevant information on its website. Individual departments have been asked to send letters to various industrial units, organizations and institutes where their expertise can be useful and consultancies can be generated.

3.3.3 How does the institution reward the staff for the consultation provided by them?

Presently, the mechanism for rewarding the staff for consultancy services is that the institution appreciates the efforts of the staff involved in the consultancy services publically in the annual College Council meeting and honours them with memento and certificates as a part of motivation. Presently, almost all the consultancy services are for free. Basically they are for the betterment and awareness of people in this backward area, for the propagation of the scientific temperament and eradication of evils from the society. Most of the consultancy is based on programmes to utilize knowledge for development. In near future, the college has decided to start the consultancy services in commercial areas. In this session, the College has planned to put in place a document regarding revenue sharing between the staff and the college for revenues earned through consultancies. This arrangement defines the percentage of revenue sharing between the

institution, the faculty and the departments involved. The document will define different slabs for consultancy revenues and each slab will have a different ratio of revenue sharing. Basically, at least 50% of the revenue generated will be received by the Department involved.

3.3.4 How does the institution utilize the revenue generated through consultancy services?

Presently, no revenue is generated through consultancy services. In future, revenue generated through consultancy is planned to be spent on remunerating the staff who earns the revenue and for the up gradation of the departmental facilities, upgrading the computers of the departments and other small infrastructural requirements.

3.4 Extension Activities

3.4.1 How does the institution promote the participation of students and faculty in extension activities? (NSS, NCC, YRC and other NGOs)

One of the most important missions of the institution is to promote value education. Every day, at 11.32 am, all the students and all the staff stand in attention at their workplaces and recite Rashtravandana composed by Rashtrasant Tukdoji Maharaj. That instills spirit to care for the disadvantaged.

As a tradition, the institution provides all the necessary facilities and promotes participation in extension activities by encouraging the students and the teachers to undertake extension services in collaboration with the NSS units, NCC units and NGOs. The college also has Women's Study & Service Center, Population Education Club, Nature Club and Health Care Unit which carry out their own extension activities. The Departmental Societies constituted by the students themselves take up many extension activities. Blood donation camps, free health check-up, AIDS awareness programmes and other health awareness programmes and rallies, non-formal education,

flood relief, natural calamities relief etc. are some of the activities organized by the college.

The Principal leads from the front. The staff cooperates with planning and guidance. The staff shares all events and takes care for every student. The boys and the girls enjoy working outside the campus. Besides kudos, they are offered incentives and prizes.

The NCC cadets are given incentives in terms of preferential admissions to professional streams, scholarships, placements, awards and felicitations. Dhirubhai Ambani scholarship, Sahara scholarship, Chief Minister's scholarship and NCC Welfare scholarship are also awarded to cadets.

The participating students and teachers are felicitated for their exemplary activities.

As per university order no 2/96 *criteria in NSS*, the NSS students are awarded incentive marks in the annual examination (max 10 marks- 03 for 120 hours participation, 03 for attending seven days camp and 04 for attending national, state, university level camps or blood donation and other activities), that enhances their score.

The NSS and NCC students enjoy the residential camp life and take it as an opportunity to learn more about the socio-life around them. The students are also felicitated by the college and selected for university, state and national camps and national day parades.

All the teachers are asked to contribute at least a day in the camp. Their expertise is utilized for the mass education and various awareness drives. During the campaigns of social work, the Principal leads from the front and the management also cooperates.

Department of Botany and Zoology train the students and general public in preparing vermicompost, floriculture. We believe that this not only

results in the spread of awareness of better environmental practices but also leads to imparting knowledge useful for the livelihood of the deprived sections of the populace.

3.4.2 What are the outreach programmes organized by the institution? How are they integrated with the academic curricula?

There are several outreach programmes that the college conducts regularly. NSS activities are carried out throughout the year on various occasions like the Gandhi Jayanti, NSS day, International AIDS Day, International Women's Day etc. and the students, through their participation get an opportunity to understand the society better.

Children are given basic education so that they can join the mainstream education programs later in their life. Basic health and hygiene training is also given.

Most notable of the outreach activities conducted by the institution are those activities that are conducted under NSS and NCC. Surrounding areas are surveyed for lack of basic needs and acute inconveniences, feasibility of action plans is formulated and in consultation with village Sarpanch, social and voluntary work is completed in the residential camps. Besides educational and cultural programs for villagers, one of the outstanding activities is 'staying with villagers' in which, on a specified day, every NSS student stays in the mud house of one village family, helps them in daily chores, eats whatever is prepared in the house, interacts and learns the lessons of life with village community.

In the last five years, the students have constructed 02 km long road in two villages, built 1.77 km long drainage lines, given medical treatment to 400 patients and planted 550 saplings.

In the previous 07-day NSS camp (12-19 Dec 2009) at Mauja Ranbothly Tah Bramhapuri under the theme "Youth for Village Development", 1000 foot long Road was constructed, digging and construction of 400 foot long drainage line and digging and construction of Soak Pits for waste water

were completed. Visit to every house and the importance of cleanliness and hygiene were explained. Each NSS volunteer stayed and spent a complete day with one village family, interacting with them, doing daily work with them for firsthand experience of village life. Lecturers by Jagdish Meher, B Damkondwar, Krushna Raut, Dr D A Pardhi, Hitendra Dhote, Mohan Kapgate were arranged. On 17 Dec 2009: Blood Donation was conducted by NSS unit in collaboration with Christianand Hospital, Dr Chavhan and his team. 50 units of blood were collected. Cultural Activities and Competitions for villagers and students were also staged.

Similar activities are conducted by NSS unit every year.

The work of student volunteers among these conditions sensitizes them to the other sections of the societies and makes them come face to face with different realities of life. It also makes them richer in experience. Many of our student volunteers later on become parts of various NGOs working in similar conditions. As such, these outreach programmes become a part of their academic learning and future profession.

The college youth participates in flood relief, blood donation and awareness camps. All these activities are usually arranged after the teaching hours in college or during vacations so that their curriculum is not hampered. Care is observed that the participants' theory, practical, assignments and projects do not suffer. Extra time and coaching are provided if necessary.

3.4.3 *How does the institution promote college-neighbourhood network in which students acquire attitude for service and training, contributive to community development?*

The college maintains a healthy and positive relationship with the neighborhood. Expertise available in the college is provided to various organizations and administrative wings. For example, for environment protection drives, the Nagar Parishad, Forest Dept and NGO seek help from the college which is readily provided. For disaster management events, the

administration and local organization turn towards the college for management and manpower.

The college involves the local people and organizations in all events, gives invitations to all local political figures, important citizens, doctors, lawyers, academicians, industrialists and administrative officers. At the same time the college Principal and the staff make it a point to attend and cooperate in all local and neighborhood events. The talks from academicians and dignitaries are also invited to share their expertise and experiences with staff and students. The college seeks guidance in solving socio-economic problems in the country neighborhood.

The college actively collaborates with environs organizations such as Christanand Hospital, Govt. Rural Hospital, local IMA chapter, Govt. Forest Offices, Police, LIONS club, Jacees Club, Sanmitra Club, Hockey Association, other sports clubs, spiritual organizations etc for exchange activities and events organization. The medical practitioners provide services, free of charge, to the Health Care Unit of the college. Christanand Hospital, Govt. Rural Hospital, local IMA chapter and LIONS club provide their experts, knowhow and infrastructure without charge.

There is a major showcase for sports. The vast grounds, courts and infrastructure attract other sports clubs for organizing sports events like hockey, cricket, chess, badminton, athletics etc.

Recently, college alumni and the Bramhapuri Hockey Association has organized state level hockey camp for training and talent search in rural India.

Some of the other events organized on college campus are

1. Division Level Athletic;
2. Volley Ball Tournament of Forest Dept. Bramhapuri -2004;
3. Athletic (Women) Tournament, Lokmat Sakhi Manch Bramhapuri-2 Nov. 2006;

4. Badminton, Table Tennis (Men) Tournament Polytechnic College Bramhapuri: 2003 to 2009;
5. Badminton, Table Tennis (Men) Tournament of LIC Dept. Bramhapuri, from 2003 to 2007;
6. Contribution in Other Private Club Tournament Organisation;
7. Tirupati Krida Mandal (Volley Ball) Tournament Orgnized District & Division & State Level Year 2005 to 2010.

Besides, the sports department has so far adopted 05 Villages Kahali, Bondegaon, Kurza, Nawegaon and Khed in the neighborhoods for Games and Sports promotion and talent search in youth for sports development.

The sports department has started sports nursery from 2004-05 for young children of the area to coach them, at young age, the skills in games like Basketball, Hockey, Badminton, Table Tennis, Yoga, Softball, Handball, Archery, Athletics etc.

The students are always lauded, publically felicitated and awarded for their service in social fields, sent to participate in training camps and to participate in national and state events.

These are merely a few examples of those activities that the students and the staff of the college undertake which make the students build an attitude for service.

3.4.4 What are the initiatives taken by the institution to have a partnership with University / Research institutions / Industries / NGOs etc. for extension activities?

We have a strong relationship with our affiliating university. The college follows all the directives from the University for Extension Activities and conducts programs accordingly under college extension activities cells like NSS, Women's Study Centre, and Population Club etc. Under

instructions from the university, the college has also started some courses under continuing education programmes.

The local industries, mainly rice mills and saw mills have old understanding in social events organization.

NCC units for boys and girls are affiliated to 3-Maharashtra Battalion, Nagpur and Maharashtra Battalion, Pune. They provide training and demo in disaster management, help in other extension programs.

The NGOs also work hard in coordination with college. Some NGOs help in tree plantation, forestation, uniform distribution, cleanliness drives, awareness camps, plastic eradication, superstitions removal, mass marriages etc. Recently an NGO (Reg No Mah/232/10 dated 27/07/2010) Mr A R Kose requested the help of NCC unit and ECO club to plant trees alongside Gosikhurd canal. The Principal sanctioned 25 NCC cadets and 15 ECO club members. All the participants were issued certificates.

The NGOs coordinate our attempts to soften the hardships of disabled and economically weaker sections.

Here is a brief account of collaboration of the College with other NGOs for socio-economic problems in the region:

SOCIAL WORK IN COLLABORATION WITH NGO

The College is well aware of the conditions and difficulties faced by the large strata of society around Bramhapuri. Besides the strides in quality education, the College has raised public socio-economic issues at various forums. Apart from prevailing hardships of farmers, the area is faced with new challenges of social justice. Very near to Bramhapuri the construction of a National Gosi-Khurd Project (also called Indira Sagar, one of the largest dams in India), though extremely beneficial to the agriculture and the national development, has created numerous problem including rehabilitation of displaced, improper compensation, de-forestation, land pollution, effect on rainfall and other consequential setbacks. With the help of its faculties and

students, the College has collaborated with many NGOs and initiated measures to remedy the difficulties.

LINKAGES with NGOs:

1. Vidarbha Bhoomi Hakka Andolan
2. Akshaya Seva Sanstha, Nagpur
3. Bharat Swabhiman
4. Prkalpgrasta Janhakka Andolan
5. Chandrapur District OBC Organization
6. Prkalpgrasta Sangharsha Samiti and Punarvasan Samiti, Maharashtra State
7. Lokadhikar Andolan, Chandrapur District

ACTIVITIES undertaken in collaboration with NGOs:

1. **A Seminar** was organized on 29/01/2006 by the College in collaboration with Akashaya Seva Sanstha and Vidarbha Bhoomi Hakka Andolan at N H College, Bramhapuri on “**Forest Byproducts and Employments to the Public**”

ISSUES DELIBERATED:

- a) The villagers' unemployment problems and
- b) The Natural Resources and Forest by-Products available in surrounding forests
- c) Processing Natural and Forest Resources into Products
- d) Generating employment for youths
- e) Human Health Issues

The resource persons and dignitaries who participated in the seminar were – Shri Atul Deshkar, MLA; Shri Uddhavrao Shingade, Ex-MLA; Shri Suryabhan Khobragade, Saigata; Dr N S Kokode, Principal, N H College; Prof N M Jengathe, N H College; Shri Ramchandra Kharkate; Shri Anil Borkar; Prof Dr N J Chavhan, N H College; and Dr Shantilal Kothari.

2. **Organized 'Chintan Shibir'** (Forethought and Consideration Camp) on 10/12/2006 at village Maral-Mendha, Bramhapuri. The topic was – Human Rights of Project-Affected People – mainly concerned with the National Gosi-Khurd Project (also called Indira Sagar Dam, one of the largest dams in India) in which one lac villagers were displaced and over 200 villages are submerged. Public Awareness Camps were held for motivation of people in the national interest. The thoughts that were raised in the camp were-

ISSUES:

- f) Displacement of villagers due to the Gosi-Khurd project
- g) Land acquisition and its valuation problems
- h) Distribution of alternative land to the affected
- i) Proper valuation of acquired land and permanent property
- j) Other socio-economic repercussions of affected communities

A huge number of project-affected villagers participated in the camp. A memorandum is submitted to the authorities. The people got a platform to express their hardships and they were immensely benefitted.

Hon'ble Adv Vilas Bhongade; Dr N S Kokode, Principal, N H College; Prof N M Jengathe, N H College; Shri Sukhadeobabu Uike, Ex-MLA, Wadsa; Shri Sudhakar Mahadore, Lokadhikar Andolan Chandrapur District; and Shri Parasram Gajbe, President, Akashaya Seva Sanstha guided the Forethought and Consideration Camp.

3. Organized **Parliament of Neglected People** on 23/05/2007 at N H College, Bramhapuri. Over 2000 people from surrounding area participated in the parliament where following Resolutions were passed and submitted to the Government for consideration and implementation.

RESOLUTIONS: The government should formulate/incorporate Laws for-

- a) Social Insurance to non-organized Labours
- b) Pension, Medical Allowance and GPF to Labours

- c) Education, Employment and Health as the Fundamental Rights of Labours
- d) Handover the ownership of land to land-less farmers who are cultivating the revenue and forest land for many years for their survival
- e) Rights of Tribals, Dalits and OBCs on natural resources and forest by-products
- f) Rectification and Modification of the National Rehabilitation Regulation-2006
- g) Partnership in industries and SEZ to the farmers whose lands are acquired
- h) The land and permanent property be not acquired without the permission of owner and Gramsabha of the village
- i) Immediate implementation of Mathadi (Labour) Law
- j) Separate law for Molkarin (maid-servants)

The peoples parliament was addressed by Hon'ble Baba Adhav, Hamal Panchayat, Pune; Sukhadeobabu Uike, Ex-MLA; Dr N S Kokode, Principal, N H College; Adv Surekha Dalvi, Shoshit Jan Andolan, Raigardh; Shri Subhash Lomte, Rashtriya Gramin Majdoor Abhiyan, Aurangabad; Shri Vijay Bhau, Ijjatse Jineka Abhiyan, M.P.; Ms Geeta, Narmada Bachao Andolan; Dr Rupa Kulkarni, President Molkarin Sangharsh Samiti; Shri Jamal Siddiquee, Social Worker, Nagpur; Shri Anil Borkar, Secretary, Lokadhikar Andolan, M.S.; and any other dignitaries.

4. **DEMONSTRATION & SATYAGRAHA:**

The Demonstration and Satyagraha of Gosi-Khurd Dam project affected people of villages Khed and Maral-Mendha was organized on 12/12/2007 at right canal of Gosi-Khurd Dam near Khed in Bramhapuri tehsil. Large number of farmers participated in the demonstration.

RELATED ISSUES:

- a) Land acquisition and its lowest valuation
- b) Decide valuation of property in Gramsabha (Village Panchayat or Village Assembly)
- c) Proper compensation to farmers

A memorandum of demands was submitted to the authorities and SDO, Bramhapuri. The leaders who helped in the event were Dr N S Kokode, Principal, N H College; Prof N M Jengathe, N H College; and Shri Sudhakar Mahadore, Mendki.

5. **Public Meeting** on 03/11/2010 at Mendki, Dist Chandrapur regarding the public awareness about 44 Thermal Power Stations to be setup in the district

ISSUES COVERED:

- k) Land Acquisition and its Valuation
- l) Rehabilitation of disposed people
- m) Land and Environment Pollution
- n) De-Forestation and effect on rainfall
- o) Effect on Agricultural Land Fertility
- p) Benefits to local people
- q) Ash and Waste Disposal

Eminent speakers who guided the meeting were- Prof N M Jengathe, N H College; Adv Vilas Bhongade; Shri Uddhavrao Shingade, Ex-MLA; and Shri Sudhakar Mahadore, Mendki.

3.4.5 How has the local community benefited by the institution? (Contribution of the institution through various extension activities, outreach programmes, partnering with NGOs and GOs)

The local community has benefitted in several ways by the extension and outreach activities carried out by our students and the staff. Some of the benefits have been in terms of:

- Construction of approach roads, drainage system and literacy drives by NSS and NCC units have caused non-measurable advantages to the community. So far, over 11 km of serviceable roads, 8.125 km long

sewage lines, 5667 sqm grounds, 03 bridges for transportation and many soak pits and fertilizer pits are constructed in villages.

- The women empowerment is another important aspect
- Adoption of the 05 villages for sports development has shown good results, some students have reached national level
- Blood donation camps and the availability of the list of Blood Donors has helped in saving many and decrease in hardships faced by patients in emergencies.
- Awareness regarding AIDS/HIV, sanitation and hygiene appears to be increased.
- Free health check-up camps have caused early diagnosis of ailments.
- Training in preparation of vermicompost, floriculture, apiculture and mushroom cultivation is aimed at creating small entrepreneurs in the community.
- Non-formal education to the children, along with periodic medical checkup has benefitted the society
- Initiated by the N H College “Nature Club”, the SAIGATA Forest (once a barren land of 432 acre) has achieved a special National status and it is now a special project run by Govt of Maharashtra with Public Participation, the villagers are rewarded with equal ownership along with the government.
- N H College worked hard in collaboration with ATMANUSANDHAN BHU-VAIKUNTH (Adyal Tekdi, Bramhapuri) for restoration of ownership on forest to villagers of village Chorti and village Lakhapur forests, 950 acres in area, the same was denied to villagers by forest and government, the escalated and persuasive battle was ultimately won and ‘Gram Swarajya’ (Village Self Governance) for villagers of Chorti and Lakhapur forests was restored.

3.4.6 *How has the institution involved the community in its extension activities? (Community participation in institutional development, institution-community networking etc.)*

True social work would make the community understand the directions being addressed and, in turn, would make the community take the same message and direction forward. Their involvement in the extension is heartfelt and sincere.

In the efforts that the college makes and the segments that are addressed, the college tries to involve the parents. The college has tasted a success. Parents have involved themselves in the extension activities either through their voluntary work or monetarily.

The people of ideal villages Saigata, Chorti and Lakhapur were all involved in the long and successful battle of forest rights and they are continuing work of guarding the forests.

Alumni are the other section that the college tries to involve and this too has met with success.

The organizations that the college works with are, of course, involved in the work.

3.4.7 *Any awards or recognition received by the faculty / students / Institution for the extension activities?*

1. Prof Mrs Manjusha Bajaj, Lecturer in Botany, obtained prestigious **“SAVITRIBAI FULE STATE AWARD”** instituted by Government of Maharashtra, in recognition of her services to society and have-nots
2. Dr N S Kokode, Principal, received **“Rastrasant Tukdoji Maharaj Ideal Teacher Award”** instituted by Rastrasant Tukdoji Vichar Sahitya Sammelan Samiti on 12/10/2008

3. *Dr N S Kokode*, Principal, received “**Best Principal Award- 2010**” from RTM Nagpur University on 04/08/2010
4. *Major V. N. Narad*, Supervisor & Lecturer in Zoology, NCC Officer was selected for ‘**State Ideal Teacher Award 2008-09**’ instituted by Government of Maharashtra
5. *Prof. S.G.Kelzarkar* received the **State level teacher’s award**.
6. *Dr N S Kokode*, Principal, was nominated to Govt of Maharashtra Anti Corruption Cell for Bramhapuri Tahsil
7. *Dr N S Kokode*, Principal, received “**Eminent Educationist Award**” by IIEEM, New Delhi
8. *Dr N S Kokode*, Principal, was nominated as Member of **Draft Ordinance Committee**, RTM Nagpur University, Nagpur
9. *Dr N S Kokode*, Principal, was nominated as Member of **Reservation Cell** (recognized by UGC), RTM Nagpur University, Nagpur
10. *Dr N S Kokode*, Principal, was nominated as Member of University Representatives Committee for **UGC Building Funds** to the Colleges of Chandrapur district
11. *Dr N S Kokode*, Principal, was selected as **President NSS Chandrapur District** for 2010-11 by Prof Bhau Daydar Program Coordinator, NSS, RTM Nagpur Uni by letter no nss /2009/07 dated 03/07/2010 for his constructive contribution for many years to NSS
12. *Dr Amir Dhamani* received “**Dr Ambedkar Memorial Teacher Award**” by Maharashtra Dalit Sahitya Academi, Bhusaval, Maharashtra State
13. *Dr Amir Dhamani* was nominated as member of “**Sanjay Gandhi Niradhar Anudan Yojna**” for Nagbhid tahsil by Govt. of Maharashtra
14. *Dr Amir Dhamani* was nominated as “**Special Executive Officer**” for Nagbhid tahsil by Govt. of Maharashtra
15. *Prof. D.L Khanorkar*, Off in Charge, NSS was selected as **Division Co-ordinator**, Chandrapur District from 2008-09

16. *Prof. D.L Khanorkar* was awarded '**Rashtriya Samaj Bhushan Award**' by Angulimal Bahuuddeshiya Sanstha, Nagpur for social work and reportership.
17. *Major V. N. Narad*, NCC officer was awarded Certificate of Appreciation by Nagpur group headquarter for collecting fund for **PM Relief fund for Tsunami victims**.
18. *Major V. N. Narad*, Lecturer in Zoology and NCC officer was selected as Team Leader and Incharge of Chandrapur district **Disaster Management Team**
19. *Prof Sanjay Lambe*, Lecturer in Commerce, was honoured by **Manav Bhushan Award** instituted by National Human Resources Search Organization, Bramhapuri
20. *Prof. V.S.Mude* received "**Dr. Ambedkar Memorial Award**" by Maharashtra Dalit Sahitya Academy, Bhusawal.

3.5 Collaborations

3.5.1 *Give details of the collaborative activities of the institution with the following organizations:*

- *local bodies/ community*
- *State*
- *National*
- *International*
- *Industry*
- *Service sector*
- *Agriculture sector*
- *Administrative agencies*
- *Any other (specify)*

a) **Lead College:**

By a letter no BCUD/P/2006/41 dated 05/04/2006, the RTM Nagpur University had identified N H College as Lead College for colleges under its jurisdiction. The aim was to bring about qualitative changes in the working system of affiliated colleges. Accordingly the college initiated activities. The college had formed linkages with 12 other colleges (then 06-accredited and 06-nonaccredited), arranged group meetings with the Principals and Coordinators and commenced some common programmes like:

1. Exchange of faculty,
2. Cooperation in placement services,
3. Information exchange about constituent colleges,
4. Collaboration in research,
5. Exchange of library facilities,
6. Exchange of sports etc.

The notable among them is the data collection and identification of historical places and cultural heritage in the jurisdiction of each college for tourism development. It was also decided to initiate their improvement and face-lift the historical heritage.

b) **Local Bodies/Community :**

N H College, Bramhapuri is permanently affiliated to RTM Nagpur University. Hence collaboration in every aspect of the university is important. Including directives from time to time, changes in syllabi, academic activities and extension programs are keenly followed by the institution. By way of representation on various academic bodies of the faculty, the teachers involve themselves in restructuring syllabi, new courses, administrative and other aspects.

The local institutes like Christanand High School & Junior College, Dr Ambedkar College, Govt Polytechnic College, etc from Bramhapuri and

Adjoining region utilize the library facilities and laboratory infrastructure of N H College for research and academic purposes.

Christanand Hospital, Govt. Rural Hospital, local IMA chapter and medical practitioners undertake health and hygiene related activities with support from the college.

Govt. Forest Offices, Police, LIONS club, JACEES Club etc involve students in personality enhancement activities

Sanmitra Club, Hockey Association, other sports clubs, spiritual organizations etc utilize the college grounds and facilities for sports & cultural events.

The institution is also working in the field of humanities, social work, Naturopathy and moral values in collaboration with villages Saigata, Chorti and Lakhapur, SEARCH (Gadchiroli), ATMANUSANDHAN BHU-VAIKUNTH (Adyal Tekdi). Amhi Amuchya Arogyasathi (AAA) Kurkheda for medicinal plants.

Pearl Culture Center Bramhapuri through Dr. M. K. Deshmukh as consultant for Pearl Culture and Aquaculture (Fisheries) development.

State Bodies :

The college runs distance learning courses in BA and BCom with the approval of YCMOU (Nashik), the distance learning university.

Collaborative research programs are going on with Institute of Science, Nagpur, P.G. Department of Zoology R.T.M.Nagpur University, Nagpur, Jaslok Hospital and Research Centre, Mumbai, Department. of Physics, R.T.M.Nagpur University, Nagpur, sharing their infrastructure for research, information and guidance. Some of the visiting professors are working in these institutes. Consultations are on with post graduate teaching department (PGTD) of Physics, Amravati University, Amravati;

PGTD Chem. Amravati University, Amravati; PGTD Physics, Pune University, Pune.

The researchers use research facilities at BARC, Mumbai; VNIT, Nagpur; NEERI, Nagpur; Kamla Nehru College, Nagpur; IPL, Ahamdabad; S P College, Chandrapur; Ramanand Tirth Uttar Maharashtra University, Nanded; M J College, Jalgaon; Mumbai University, Mumbai.

c) **National Level :**

AIMS, New Delhi; PGTD Physics, Delhi University, New Delhi; BARC, Mumbai are the national institutes where students seek guidance in the field of research in Zoology and Physics.

d) **International collaborations :**

The College has no international collaborations at this stage. However, a beginning is being made.

e) **Industries :**

The rice mills and saw mills are major industries in this area, though the college does not have any formal arrangement, the industries call the staff for consultative services whenever required. The surrounding industries give overwhelming response to the college in giving temporary jobs to the students under our "Earn and Learn" scheme. The service and administrative sectors like Nagar Parishad and Tahsil Office also provide help under the scheme. Presently, the collaboration is with: 1) Balaji Food Products, Bramhapuri, 2) Sai Rice Mills, Bramhapuri, 3) Ramdeobaba Solvents Pvt Ltd, Bramhapuri for quality control, 4) Ankur Seeds Corporation, Nagpur for research investigations.

f) **Service Sector:**

The college has signed an MoU with NVAS, a Narayana School Group, Nagpur for PMT / PET/AIEEE preparations of students and also for

personality development and interview technique courses including placement services.

g) **Agricultural Sector:**

Some of the teachers from departments of Chemistry, Botany and Zoology are involved in farming problems and actively participate in the soil testing, water conservations, irrigation techniques, floriculture and offer free services. They also provide consultancy in pearl culture and fisheries.

3.5.2 *How has the institution benefited from the collaboration?*

- (a) *Curriculum development*
- (b) *Internship*
- (c) *On-the-job training*
- (d) *Faculty exchange and development*
- (e) *Research*
- (f) *Consultancy*
- (g) *Extension*
- (h) *Publication*
- (i) *Student Placement*

The institute is extremely benefitted from the collaborations making it easier to achieve institution's goals and mission.

➤ Curriculum development/Enrichment:

- Through these collaborations, the faculty assesses the needs of students and society and accordingly attempts modifications in educational system, the institution became enriched with the cutting edge developments in various subjects and the latest trends and techniques being followed or used. This has helped the faculty provide better knowledge to the students and an effective skill development and expansion of horizons. The inputs received have definitely helped us factor certain of the latest

developments in the subject when the curricula are shaped or revised. The teachers who are members of the Board of Studies are in a position to introduce these changes into curricula at appropriate times.

➤ Internship/ On-the-job-training/ Student Placements:

- The collaborations have been of immense benefit here to our students, several of whom have been and are allowed opportunities to do their internships, on-the-job-training or their dissertation projects in these institutions. Quite a few of our students have been retained at these institutions as project assistants/ fellows in their establishments.

➤ Faculty Exchange and development:

- At the local level these collaborations have led to faculty exchange. Research workers from AIMS, New Delhi, PGTD Physics, Delhi University, PG Departments of RTM Nagpur University teach at our college and likewise some of our teachers are resource persons in their establishments. At the National level too, there has been a beginning of faculty exchange. Dr. Sahare from Delhi University, Dr Arun Banpurkar from Pune University, Dr S V Mohril DSc from Nagpur University have formally taught parts of curriculum at our college. This arrangement will continue in future too.
- On the reverse side, large number of our faculty members are working as resource persons at other institutes, for example:

Dr N S Kokode, Principal at

- a) PGTD Physics, RTM Nagpur University
- b) Kamla Nehru College, Nagpur
- c) M P Patel Science College, Sakoli
- d) J M Patel College, Bhandara
- e) N S College of Arts and Science, Bhadravati and
- f) M G College, Armori;

Dr Amir Dhamani, HoD, Zoology and Director CHLR and

Dr M B Wadekar, HoD, Botany as resource persons at many institutes and academic camps, seminars and conferences;

Prof. Dr D H Gahane as resource person at Ismail Yusuf College Mumbai,

Dr. D. A. Pardhi, HoD, Geography at:

- a) Ramanand Tirth Uttar Maharashtra University, Nanded and
- b) S P College, Chandrapur.

- This has definitely helped our faculties to expand their academic horizons and in turn benefitted the college and staff.
 - At the international level though the faculty exchange has not happened.
- Research and Publications:
- In house research in the college has benefitted from these collaborations as the expertise available with the collaborators has been able to make us expand our research horizons. The knowhow with the collaborators has worked well for us and several of our teachers have visited and conducted their specialized sophisticated experiments in these institutes. They have also received training in these techniques at these institutes so that the same can be replicated back at our institute. The inputs received from these collaborations have helped us improve the quality of our publications and there are a few joint publications that have resulted from these collaborations.
- Lead College benefits:
- As enumerated in 3.5.2 a), the college has derived benefits from collaboration with neighboring colleges in the pool. There were sports, cultural and faculty (as resource persons) exchanges and that immensely added to general development of our college. Students were sent to the colleges (eg: S P College, Chandrapur; Bhivapur College, Bhivapur; Science College, Nagpur etc) under their placement drives. Many of our students were selected in their campus.

- A meeting was held to enlighten the importance and modalities of minor and major research projects. The sample formats were distributed. That enthused many of the faculties undertaking research projects.

3.5.3 *Does the institution have any MoU/MoC / mutually beneficial agreements signed with*

- *Other academic institutions*
- *Industry*
- *Other agencies*

We have already specified a detailed answer to this query in our response to points 3.5.1 and 3.1.6.

3.6 Best Practices in Research, Consultancy and Extension

3.6.1 *What are the significant innovations / good practices in Research, Consultancy and Extension activities of the institution?*

The institution has taken several steps to improve and encourage the research environment in the college. Similarly, significant developments have occurred as far as extension and outreach activities are concerned. These are detailed below.

Best practices of the institution:

1. The college has a research committee for deciding on policy matters and to help researchers in the college with their project submissions etc.
2. The institution has published souvenirs on the eve of every seminar/conference organized by the college. This year, 2009-10, five souvenirs were published that offered opportunity to many college

researchers to publish their findings. This is a significant innovation to encourage research on the campus.

3. The institution has exerted to get different departments recognized as a place of Higher Learning and Research by the affiliating University. This allows these departments to attract students for research. This year, more departments will be added to the list.
4. Our college is the only institution affiliated to the RTM Nagpur University that has the distinction to be recognized as a 'Centre for Higher Learning and Research in Zoology' outside Nagpur.
5. The management has consciously borne the cost for constructing specific research laboratories in the past five years in different departments. This measure has brought research activities to the centre stage in this institution.
6. The management has a policy of bearing the initial costs of any research activity carried out by the teacher till his/her project gets funded.
7. Study leave for research/training is sanctioned routinely without hassles.
8. Several arrangements with National Institutions have been made for our students to pursue their dissertation projects/on-the-job-training in these institutions.
9. Sophisticated research facilities have been made available to the college faculty and students for in-house research. These include sophisticated molecular biology facilities, animal tissue culture facilities, plant tissue culture facilities etc.
10. The institution has five faculty members (plus two recently retired) who are recognized Ph.D. supervisors in various disciplines by the affiliating University. The recognized PhD supervisors from other research institutes guiding our researchers in our college and thus facilitating

research in house are: 1) six in CHLR Zoology 2) seven in Geography 3) one in Commerce and 4) one in Political Science

11. The institution has encouraged and motivated faculty members to submit projects to funding agencies. This is adequately reflected in the significantly higher number of funded projects currently being pursued in the college and many more that have been submitted for funding.
12. There has been significant effort on the part of institution to collaborate with other institutions.
13. The management gives financial and logistic support to organization of conferences / seminars / symposia and workshops.
14. Through NSS & NCC units, the institution has been able to conduct extension and outreach programmes that have had a significant impact on the neighborhood communities.
15. The work of NSS, NCC, Women's Study Circle, Population Club and Health Care Unit adds to the work that is being done by the college and makes us partner the affiliating university.

ADDITIONAL PROBES FOR REACCREDITATION:

1. ***What were the evaluative observations made under Research, Consultancy and Extension in the previous assessment report and how have they been acted upon?***

Although no specific suggestions were offered by the previous NAAC Peer Team for Criterion III, the members have made the following observation:

Post graduate students engaged in research projects, if any, making the computer facilities available would perhaps be an added advantage.

The college has since acted on the observation of Peer Team and now the number of computers available in the college has increased to around 100. Most of the departments are provided with computer facility with internet connections. Many computers are available for the PG and research students. Most of the faculties have laptops with net facilities. The number of Printers has also increased. Besides enrichment of library and computerization, the INFLIBNET is also available for students and staff. The action that the college has taken in the intervening period is related to the involvement of teachers in minor research projects and major research projects. In the last five years, 09 minor research projects were started, three are completed and approval to the proposals for major research projects is awaited. There is a steep rise in student projects. Moreover, participation of teachers in national and international conferences / seminars / symposia / workshops has increased manifold. The research atmosphere is developed and the faculty has published many research papers and abstracts in national and international journals. The number of books and articles by faculty is increased. The college now has a thriving and healthy research atmosphere in the college. Student research, of course, continues and has become better than before. The faculty members have involved themselves wholeheartedly in research now.

2. What are the other quality sustenance and enhancement measures undertaken by the institution since the previous Assessment and Accreditation with regard to Research, Consultancy and Extension?

Points 1 to 6, 9 and 11 in our response to point 3.6.1 point out the quality sustenance and enhancement measures undertaken by the college since the previous Assessment and Accreditation.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

Evaluative Report

4.1 Physical Facilities

4.1.1 What are the infrastructure facilities available for

- (a) Academic activities?
- (b) Co-curricular activities
- (c) Extra-curricular activities and sports ?

(a) Infrastructure facilities for Academic Activities:

The college **campus** is spread in an area of 42.236 acres with lush green trees around. The constructed infrastructure is spread into 09 independent buildings: 1. Main building, 2. New PG building, 3. Library building, 4. 'Madan Gopalji Bhaiya' auditorium hall, 5. Physical Education building, 6. Gymnasium building, 7. MCVC building, 8. Boys' Hostel and 9. Girls' Hostel. The college has adequate number of classrooms which allow the college to hold all undergraduate and postgraduate classes in two shifts. **Two floor** quadrangular **main college building** consists of **56** rooms including large & airy classrooms, office rooms, staff rooms, girls common rooms, students common room, YCMOU centre, Geography, Home Economics, and all Science departments with their laboratories. The rooms have all basic facilities such as ceiling fans, lights, comfortable furniture and black boards. College has a huge entrance arch bearing the maxim *“याचे ज्ञानासाठी, निघावे सेवेसाठी”*** and a reddish floored quadrangle having a beautiful central circular garden.

A newly constructed three storied **PG building** of 4132 sq m carpet area is operational to accommodate the ever increasing academic requirements.

The two floor **separate Library building** has a library, reading room, department of library science and library related infrastructural facilities. It also has a staff reading room with attached toilet, PG students' reading room, study room, two store rooms etc.

Adjacent to the library building, there is an **auditorium** hall which also houses the office of the Employees' Credit Cooperative Society on the first floor.

For vocational courses, there is an independent **MCVC building** that consists of Departments of Inland Fishery, Marketing & Salesmanship and Building Maintenance with Workshop. An independent seminar hall is constructed for students of PG commerce.

The **Physical Education building** houses the department and recreation room for students. Adjacent to it is **Gymnasium building**.

College also has a **Hostel** for boys with a capacity for 96 inmates. It has recreation facilities, mess, dining hall and adequate sanitary provisions. The UGC aided (one crore) **hostel for girls** with a capacity of 66 inmates is nearing completion; it is scheduled to be completed by March 2011 so as to be operational from next session.

To meet the need of number of new courses offered by the college in recent times, construction of **new PG building** adjacent to main building was started two years ago and two floors have been completed and are operational. The construction of third floor is almost complete. **22** classrooms, one office room, one PG Coordinator room, one staff room, two refreshing rooms for students, two girls' common rooms and Audio-Visual Conference Hall in this new building are fully ready and functional for all academic activities.

There are independent, spacious and well equipped laboratories for carrying out experiments, practical and research for departments of Zoology, Botany, Physics, Chemistry, Electronics, Computer Science, Microbiology, Geography, Home Economics and research labs in CHLR and Physics. Each

lab is well-stocked with instruments, chemicals, reagents and physical tools it needs. It is noteworthy that Department of Zoology which is also recognized as “Centre for Higher Learning and Research” has an exclusive and well equipped lab for the research programmes. **17** researchers are working in Zoology for PhD. Also, the PG departments in arts and commerce, as workplace for PhD, have **23** Research students (17 in Geography, 03 in Commerce, 2 in Home Economics, 1 in Political Science). They are availing the facilities and infrastructure of PG departments in the college. All of them have registered for Ph.D. with N H College as place of research.

The college has a central library that stocks **59,142** total volumes. For senior college, there are 51825 volumes (31732 titles). This includes 31241 volumes (13249 titles) of textbooks, 1538 volumes (1459 titles) of reference books. It has 50 periodicals, 26 Indian journals, 249 Back volumes of journals (Bound) and 76 CDs/DVDs. Frequency of use of many of these titles causes the need to increase the number of volumes. It is a continuous process. Library provides online public access catalogue_facility to the students. The library is fully automated. Internet facility is available in the library. Reading room facility is also available. There is an e-library with 05 computers with internet facility to the students free of cost.

In addition to the central library, 12 departments have their own departmental libraries (some with reading rooms) providing ready access. To keep pace with ever changing and developing technology, college has provided most of the departments with computers and internet connections. College also has a computer facility for use of the staff, PG students and general students.

(b) Infrastructure facilities for Co-curricular Activities:

Our institution has a spacious auditorium of the size of 130' x 50' for organizing programmes like conferences, seminars and symposia. The auditorium has the seating capacity for 1000 delegates with additional

capacity in Balcony. It is used during all college functions. The college has a conference room to stage usual seminars, meetings and discussions. Besides college ground has seating capacity of over 20,000 people. Larger and open air programmes are organized here. Programs like mass marriages, social programs, spiritual discourses, police annual functions, University and State level sports are arranged there. For National Day celebrations and NCC parade, there is an open air stage. Besides, Audio-Visual Conference Hall in the new PG building and one seminar hall in main building are also ready for the purpose.

(C) Infrastructure facilities for Extra-curricular activities and sports:

There are two buildings of Department of Physical Education, one house the department of Physical Education and Table Tennis hall and the other is a well equipped spacious gymnasium. The institution has a well equipped gymnasium for the college students, staff, outside students and citizens.

The College is rich in facilities for sports. Independent playgrounds for outdoor games- Football, Hockey, Cricket, Volleyball, Basketball, Kabbadi, Handball, Softball and Korfball; independent courts for indoor games- Table Tennis, Badminton; and arena for Carom and Chess are available. It is worth mentioning that our college is one the few colleges in R.T.M.Nagpur University where softball, korfball and archery are played and students have brought many laurels to college by winning university level tournament. (In the very first year of the beginning of these games Ninad Gade and Rahul Bar both from B.Sc.III have been awarded with Colour in soft ball and Archery respectively.)

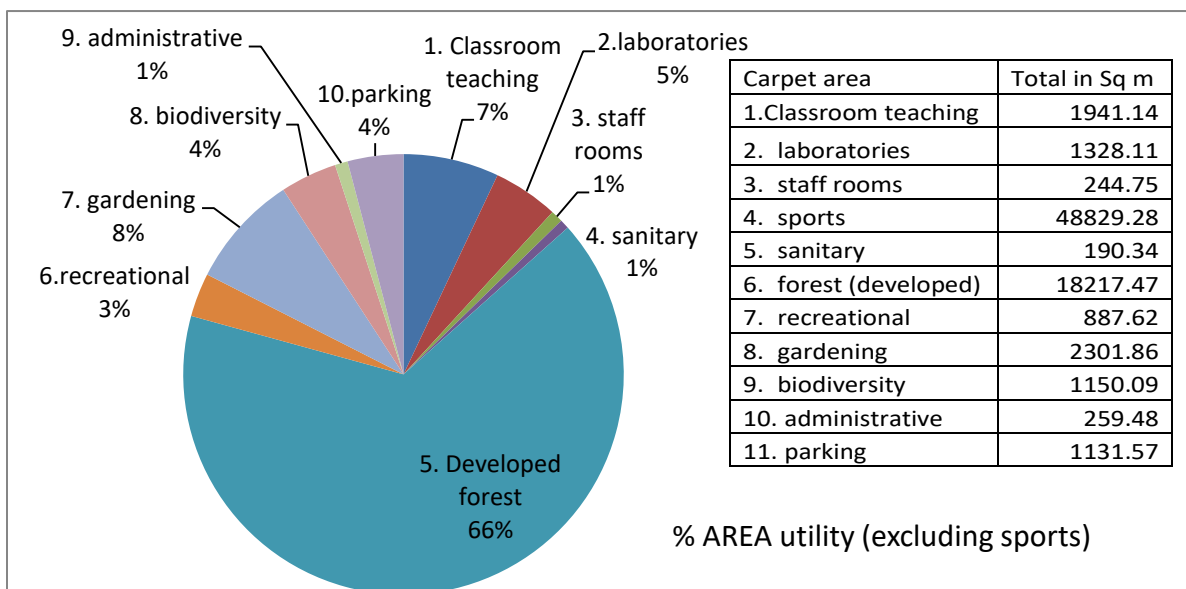
The college has a 400m running track for athletics; it is also used by morning and evening joggers.

The college has a .22 rifle firing range for NCC cadets. For NCC, NSS and other extension activities, there are independent offices and stores.

4.1.2 *Enclose the Master Plan of the college campus indicating the existing physical infrastructure and the projected future expansions.*

Master plan is attached as Annexure XXI

The following pie chart shows the area utility. It does not include the sport fields which are very large in proportion. It is 48829.28 sq m. Noteworthy is that, besides 8% for gardening and 4% for biodiversity, 66% of the barren land is transformed into a cultivated forest.



4.1.3 *Has the institution augmented the infrastructure to keep pace with its academic growth? If yes, specify the facilities and the amount spent during the last five years.*

Our institution has augmented its infrastructure seriously and consistently in the past five years. The infrastructure supplemented since last Peer Team visit is given below.

1. To meet the requirement of so many new professional courses offered by the college in recent times, construction of G + two-storey P.G. building, adjacent to main building, was commenced two years ago and is now in finishing stage. Construction of G+1-storey is already completed and functional. Construction of 2nd floor is nearing completion. 22 large rooms are fully ready and are being used for classroom teaching.

2. To overcome disturbances and difficulties due to frequent and prolonged load shedding which paralyzes the administrative, research and experimental work in laboratories and internet connectivity, the college has installed a Mahindra Electricity Generator of 45 kw capacity for the entire college premises.
3. Department of Botany has a significant role to play as it is closely associated with the maintenance and improvement of the college garden and the Botanical Garden. Fencing, renovation and development of Botanical Garden and Greenhouse is done with the purpose of increasing the beautification and preserving flowering plants, rare tree species, herbs and roses. They include *Pongamia Pinnata*, *Dalbergia Sissue*, *Casuarina Equisetifolia*, *Melia Azdiratcha*, *Cassia Simea*, *Techtona Grandis* etc. The saplings are taken care of by tree guards which protect them from stray cattle and miscreants. The tree guards are donated by management members, teachers, alumni and nature lovers.
4. Broad Band Internet facility, LAN, Fax Machine, Xerox and EPBX are installed. For effective communication and connectivity with the staff and for speedier work execution, Intercom, connecting office and all departments, is installed.
5. New building of Department of Physical Education is constructed. It has built up area of 89.37 sq m. It has a beautiful proscenium facing the playground.
6. Renovation of old gymnasium building was completed. It includes extension of space, improvements in gym instruments, facilities and their rearrangements.
7. Renovation and sophistication of zoology laboratory and instrumentation is done in view of its being a postgraduate and research department and Centre for Higher Learning and Research. Care is observed to install

research environment like internet connectivity, INFLIBNET availability, library, instrumentation for specific field of research etc.

8. Renovation and restructuring of Chemistry department is completed. To protect from dangers of spilling chemicals, the surface of experimentation platforms are renovated with vitrified tiles. Two more new platforms are constructed in lab 1. A fire extinguisher machine is installed in lab 1. Renovation in physical chemistry lab is also done, store room is extended and new electric fitting is done. Staff room of the department is redesigned with three beautified showcases for models and chart exhibits.
9. In view of UG, PG and research workplace, 1100 sq ft extension of Geography Department Laboratory area along with 162 sq ft renovation of Geography Department staff room is completed. A reading room is added with departmental library.
10. 600 sq ft of additional space is provided to Computer Department, new computer systems, laser printers, colour printers, inkjet printers and four laptops are purchased, the class room and staff room are completely renovated and new furniture is purchased in the last five years.
11. There is a major renovation in library in terms of space and facilities. **1425 sq ft** area is constructed and added to library to make it more spacious, airy and rich with sunlight. **Cabin** for librarian is reconstructed. To speed up the library transactions and update staff with ever changing, modern innovative knowledge, 4 computers are added. In addition to these, **magazine stand** to display Periodicals prominently and two glass bookshelves are purchased. **Independent reading cell** is prepared for staff, meritorious, PG and research students. Broad band facility is also provided to them. **Rearrangement of stack room, office and service counters** was done for easier access. Separate reference section was prepared for teachers and students. It includes rare books collection, reference books, research journals, encyclopedia, government gazettes, dictionaries, thesaurus, yearbooks, atlas, maps and other educationally

important books for on-the-spot use. **Computerization** of library is completed (All the books are entered in database). The library is refurbished entirely and its space is considerably expanded. A new reading room and a separate **e-library** are added. **Open Access System** for staff, handicapped, meritorious, project related students, P.G. students and researchers and semi-open access for undergraduate are operational.

12. Old canteen is renovated for the ever growing number of students and staff and the construction of new well furnished and spacious college canteen is in the offing.
13. Extension of rest rooms and washrooms for girls is completed.
14. Beautification of the College front elevation is done.
15. The construction of Hostel building for Girls is commenced two years back and is nearing completion. It is UGC aided, worth one crore and two storey. In an eco friendly area of 02 Acres, with 15 living rooms in 1839.78 sq m carpet area and with all modern amenities for 66 girl inmates, the two storey hostel building will be ready by March 2011.
16. The college had a single storey 344.30 sq m old hostel building of capacity for 30 boys. Need to increase the capacity in hostel for boys was felt- a demand of stakeholders. To increase the hostel facility to ever growing number of students from far off areas, construction of second floor of hostel building was started two years ago and is now completed. The old building was expanded by 688.60 sq m (now total buildup area is 1032.90 sq m) to a two story building with 32 rooms and improved facilities. The hostel capacity has increased from 30 to 96 inmates. The hostel consists of kitchen, mess, meeting hall and recreation area. Sanitary and hygienic facilities are taken care of. Water cooler with aqua guard facility and garbage bins are set up.

17. To minimize recurrence of water borne diseases and in view of health of students, teaching and administrative staff, three water coolers with Aqua guards are installed.
18. Public telephone booth EPBX is installed for students to communicate in emergencies.
19. To enhance capabilities of cadets, Construction of Firing Range (.22 Rifle) for NCC is completed.
20. Three new notice-board-sets are installed - in girls common room, in boys common room and in corridor common for all the students. Each set consists five notice boards meant for different purposes.
21. The Principal's cabin was restructured and renovated with provision of AC, air ducting, waiting room and antechamber for visits of VIPs.
22. Cycle stand is also renovated.

Amount spent in the last five years under different heads on augmentation of infrastructure is given below:

<i>S/N</i>	<i>Particulars</i>	<i>Amount spent in 5 years</i>
1	Construction	Rs. 53,28,340/-
2	Electric Installation	Rs. 4,87,266/-
3	Equipments (excluding computer)	Rs. 13,78,890/-
4	Furniture	Rs. 15,74,505/-

4.1.4 *Does the institution provide facilities like common room, separate rest rooms for women students and staff?*

The College has:

- 03 common rooms for girls (one in main building and two in new PG building).
- 02 rest rooms for women staff.
- Common rooms, reading rooms for boys and PG students.

- Sofas in the staff room for the teachers to relax and to sustain the work energy.
- Rest room attached to the Principal's cabin for VIPs and the Principal along with an antechamber.

4.1.5 *How does the institution plan and ensure that the available infrastructure is optimally utilized?*

Besides the regular classroom teaching, practical and projects, the college runs other courses, extension programmes, curricular and extracurricular activities. The campus is buzzed with activities from early morning hours to late hours in the evening. There is optimum utilization of the infrastructure. Keeping in view the remote location of the college premises from the main town and the security of girls, the use of infrastructure is planned. The optimal utilization of available infrastructure is ensured as:

- The timetable has been divided into two shifts – morning and afternoon shifts besides the extra classes and coaching classes in the evening. This allows use of the same infrastructure for different batches - UG, PG, Senior and Junior College. The college teaching hours start at 7.15 in the morning and ends at 5.30 in the evening with two 15 minute breaks in each shift.
- The students, researchers and teachers are exposed to maximum utilization of the available instrumentation, audio-visual teaching aids, library facilities, sports facilities and healthy surroundings. The advanced instruments like microtome, telescopes, microscopes, internet; aids like LCD projectors, OHP, audio systems; and sports facilities like gymnasium, indoor courts are extensively used.
- The library hours are extended for the convenience and benefit of the weaker and disadvantaged students. It is open from 8.30 am to 8.30 pm, far beyond the stipulated working hours. On examination days, besides this, it is open on holidays and Sundays.

- In addition to the extra classes, coaching classes and remedial classes; the college organizes coaching for CET, JEEE, PMT/PET classes. The college also provides its infrastructure to run Open University classes (YCMOU) on Sundays. These classes keep the college open daily from 06.00 am to 7.30 pm and even up to 10 pm sometimes and every Sunday.
- The winter vacation is used for special courses and extra classes. They are also held during general holidays and Sundays. The NET/SLET, career guidance, competitive exams classes etc are run in the evening.
- Computer lab is used to run short term courses and training for the staff and the students.
- Along with regular courses, the infrastructure fulfills the requirement of running short term courses like Personality Development and Language Enhancement, Certificate Course in Functional English, Fashion Designing, Rashtrasant Tukadoji Maharaj Philosophy, Vocational courses etc.
- The college is always a centre for annual and supplementary examinations of RTM Nagpur University. Thousands of examinees from the entire area appear for the university exams. The college accommodates and makes adequate arrangements for conduction of examination in winter and summer vacations. It is also the district collection center of Answer Books for the University and for Maharashtra State Secondary and Higher Secondary Education, Nagpur Board.
- The College is also YCMOU examination centre since 2005-06 for preparatory exam, B.A. and B.Com.
- For Junior College, NVAS (Narayana School having MoU with the college) conducts CET coaching in the morning and evening and on holidays and Sundays.
- The open air quadrangle is used to stage many activities. To spread awareness among the students, many extension open air programmes

are organized there. Open air farewell and felicitation functions of the retiring staff are carried out in the quadrangle. Recently activities like 'Snake as a Friend' programme, one act play and road shows were enacted in the quadrangle.

- Madan Gopalji Bhaiya Auditorium Hall and some of the larger rooms are utilized for organizing state and national level seminars, conferences, symposia, workshops and college functions. The College auditorium hall is used particularly for the organization of Seminars, Conferences, students' cultural programmes, different awareness programmes and camps like Aids Awareness Programme, Legal Awareness Programme, Blood Donation Camp etc.
- As a measure of staff welfare, the college auditorium hall is also given to staff members whenever there is a marriage function or any family event (this is done only when the day is a holiday or Sunday).
- To extend the college services for the convenience of the people, the auditorium and foreground is also provided on requisition, if available, to outside people for their personal programmes only on Sundays and holidays and in the winter and summer vacations. The meager fee collected is used up for cleaning and maintenance of the hall.
- The college campus has a very large open field around, nearly 30 acres. A part of it, nearly 4.5 acre, is used to cultivate forest around the campus. The field is used for forestation, tree plantation, biodiversity and vermiculture.
- The remaining field is for playgrounds and courts of all outdoor games like hockey, football, cricket, Volley ball, basket ball etc. It also has a track of 400 meter for athletes. The college has facility for indoor games like Badminton, Table Tennis, carom and chess. The college students, teaching and non-teaching staff and interested citizens utilize the facilities for sports practice, recreation, exercises, yoga, jogging and meditation. The playground facilities are also used to stage university, inter collegiate, zonal and district level sports tournaments.

- Moreover, college ground is open to citizens for morning and evening walk, Yoga exercises and to organize cultural programme as proscenium in the ground is used for staging drama and for open air functions. On demand, the ground is given for social functions like mass marriage, cultural programmes, spiritual and religious discourses etc. It is also used for political rally. Many times the area is used as temporary helipad by B&C department of the government during visits of VIPs to survey the affected areas at the time of natural disasters. Taking care of the healthy and fresh environment for users, a large number of trees are planted all around the premises.
- If available, the college allows its space to be utilized by different local organizations and NGOs to stage social functions, competitions and sports. LIC Bramhapuri, Government Polytechnic Bramhapuri, Forest department, Sanmitra Krida Mandal, Bramhapuri Hockey Association, Dhanraj Pilley Academi Mumbai (to run their activities and training camps), Chandrapur Zillah Parishad (to organize taluka and district level tournaments), Tirupati Krida Mandal (to organize their respective programmes), NGOs etc are some of bodies that usually seek permission to organize their activities. The college premises are also provided to various bodies for holding competitive exams. All the while care is taken that college activities are not influenced in anyway. If affecting, the outsiders are flatly refused permission.
- A part of area is reserved for vehicle parking, separate for girls, boys and staff.

4.1.6 *How does the institution ensure that the infrastructure facilities meet the requirements of the differently-abled students?*

The institute treats the differently-abled students with sensitivity.

Classes of those subjects, where we find that the *physically challenged* students are a part, are held at more easily accessible locations, preferably ground floor. Some of the facilities like common room, study room,

toilets, canteen, library, health club and most of laboratories, are located on ground floor that minimizes their hardships. Ramps are constructed at boys and girls common rooms. Some modifications like approach road, seating arrangements, tricycle, economic help etc are provided to differently abled students as needed.

The *differently-abled* are allowed free and direct access to the library and the office.

Both the *male and* female students are treated equally irrespective of caste, creed, category or economic status.

The students are *analyzed* for their potentials by the teacher guardians and accordingly remedial measures are taken up. *Weaker students* are asked to undergo extra classes, bridge classes, remedial classes and extra library facility (library hours are extended till late evening and reading room is kept open for study till late hours).

Similarly students having extra *potential* are searched out through teacher-guardians and general interactions and accordingly they are treated for their potential enhancement.

4.2 Maintenance of Infrastructure

4.2.1 *What is the budget allocation for the maintenance of (last year's data)*

- a. *Land?*
- b. *Building?*
- c. *Furniture?*
- d. *Equipment?*
- e. *Computers?*
- f. *Vehicles?*

S/N	PARTICULARS	BUDGET ALLOCATED 2009-10
1	Land	- Nil -
2	Building	Rs 41,54,849/-
3	Furniture	Rs 4,62,176/-
4	Equipment	Rs 1,25,606/-
5	Computers	Rs 1,20,550/-
6	Vehicles	- Nil -

4.2.2 How does the institution ensure optimal utilization of budget allocated for various activities?

The budget for the next session is prepared and passed by LMC in the month of February every year. The Principal communicates the budgetary provisions to all sections.

The optimal utilization starts with the making of the budget itself. There is a seven member Purchase Committee consisting of 1) Secretary of Education Society, 2) one Executive member of the Education Society, 3) the Principal, 4) one Vice-Principal, 5) one teacher representative of Commerce Faculty, 6) college superintendent and 7) head of department. The Principal asks each department head to furnish their requirements well before the commencement of every financial year. This is followed by budgetary meeting where discussions with each Head of the Department takes place and the final departmental budget is arrived at for each department. This is then discussed in the budgetary meeting of Local Managing Committee. The LMC finalizes the annual budget. Each department is informed of the budget provisions. The HoD then calls for quotations and place the comparator before the purchase committee. The purchase committee finalizes and ascends to the purchases. Then orders are placed with supply agencies.

The purchase committee takes review of the expenditure in the month of December and accelerates the maximum utilization of budgetary provisions in the remaining period.

Likewise, there is a building maintenance committee. The building maintenance committee makes estimates as to the requirement it foresees for maintenance. After all the needs are taken into account and discussed, the committee makes final allocations under each head in the budget. The Local Managing Committee is the final authority to decide the allocations in budget proposed by various departments. This automatically ensures cooperation from all in keeping to the optimal utilization of resources.

The institute further ensures optimal utilization of the budget by way of continuous monitoring of the amount spent. The purchase committee sees to:

1. the acceptance of the lowest quoted tender
2. Internal and external auditing
3. placing, on record, the budget and the expenditure accounts in the LMC
4. accountability in expenditure under various heads

To sum up, understanding the needs of each department and continuous monitoring of expenditure ensures optimum utilization of the budget.

4.2.3 Does the institution appoint staff for maintenance and repair? If not, how are the infrastructure facilities, services and equipment maintained?

The college does not have any regular appointed staff for the repair and maintenance of equipments; however, minor repairs are attended by lab assistants and attendants. For major repairs, expert technicians are called whenever required. Similarly, the building maintenance committee looks after the maintenance requirements and makes necessary arrangements for the repairs. The college recruits technicians on contract basis to take care of the

computers, broad band and internet services, electric supply, electrical gadgets and the generator.

The laboratory staff informs the HoD of the required maintenance and repairs of the instruments. The HoD seeks permission of the Principal and calls the technicians and gets the work done. Minor repairs are attended by the laboratory staff.

4.3 Library as a Learning Resource

4.3.1 *Does the library have a Library Advisory Committee? What are its major responsibilities?*

The College has a Library Advisory Committee consisting of senior teachers and librarian. The role and responsibilities of the library advisory committee are 1) to identify the lacunae in the library and to address them effectively, 2) to make changes in the library budgets of individual departments as per the needs, 3) to guide the overall functioning of the library, 4) to suggest changes from time to time, 5) to augment resources and facilities, 6) to recommend new books and journals and 7) redresses grievances.

Taking the demands of the students and other users into consideration, modifying rules, norms and facilities accordingly is also a part of the functions of the library advisory committee. It was the library advisory committee who had suggested computerization of the issue-return process about 6 years back and it has been implemented and students have been benefitting from the facility. It was the library advisory committee again that suggested the need for an e-library, creation of new reading rooms and expansion of library building. Accordingly services of e-library and reading room facilities are improved. The carpet area of over 300 sq m was constructed. The committee looks after the effective implementation and improvements of various library schemes for students like UGC book bank, cash deposit, question bank etc. The committee also redresses grievances

and takes decisions on suggestions from students given in suggestion box and from stakeholders.

4.3.2 *How does the library ensure access, use and security of materials?*

The library possesses OPAC (Online Public Access Catalogue) service which makes searching for a book very easy and allows the students to search for it on the computer itself. The software also allows the student to put in his demand for a book which is under already issued category. The student can check the status of issue. The software gives an estimate to the student as to when he can get the book issued.

Apart from the software support, the library staff is there to help a student in case he has a problem searching, issuing a book.

The library has 30'X50' reading room for students, periodicals section, reference section, circulation counter, information and new arrival display boards, stack room and 45'X65' library room which also include a staff reading room and internet access section. The library also has audio-visual aids like TV, DVD player.

Open Access System for staff, handicapped, meritorious, related to project, P.G. and research students and semi-open access for undergraduate is operational.

Online facilities, CDs and DVDs are available in the e-library. Students have access to journals in their fields as well as other learning materials available on the net. Internet is free for the students.

The creation of departmental libraries in all major departments has further broadened students' access to books. All these practices together have resulted in the optimum use of the books. The demand/status facility which also allows students to put their names in the waitlist for a given book also promotes optimal use of books.

Threats to the library security are twofold- natural and manmade. Termite control measures are taken at regular intervals (every two years) and dusting too is a regular phenomenon. The electric installations are regularly checked. Fire extinguishing instruments are installed at easily accessible location. Naphthalene balls are placed all over the shelves. The college security personnel are stationed near the library building. Students are provided library services only after producing identity card. The students, staff and visitors are allowed entry on authentication only and have to sign in the entry register and indicate time of entry. All the users are strictly warned against any damage, improper use, tearing out or writing or sketching on books or theft. The use of internet is continuously under watch by staff for cyber crimes and misuse. Failing in, the users are fined and may be disallowed library facilities. There is proper check on issue and return within stipulated period. Even the staff is not spared. The staff is warned to return all the issued items at the end of every session, at end of services in the college, at retirements and a clearance certificate is issued after which only they can claim dues from college. There are many instances where dues due to failure to return within time or damages of books or magazines are recovered from the salary of college staff, even senior ones. This further augments security of library items. The installation of CCT & Camera is on the anvil.

4.3.3 *What are the various support facilities available in the library? (computers, internet, band width, reprographic facilities etc.)*

Support facilities available in the library are:

- The library is **fully computerized**. It offers an easy and fast issue-return and search facility.
- Apart from the stack-room where computers are used mainly for the issue-return of books, there is the **e-library** with 03 computers free for use to the students.
- **Internet facility** is available on the 05 computers of the e-library.

- The library has a Xerox machine and provides **reprographic** assistance to the students. It also provides downloading material like CD/DVD on request. Few more computers are being added very soon.
- The library **displays new arrivals** and contents are supplied to readers on demand.
- The library organizes book **exhibition**. In last three years, four book exhibitions were staged.
- Apart from the above, the library also offers an **interlibrary loan facility** through tie ups with three libraries in the city. More such tie ups are in the offing.
- The library facilities are made available **to citizens**. Officials and administrators also approach the library for reference and specific data of interest.
- Researchers in the surrounding colleges and educational institutes are allowed the use of library.
- Most of the time, when a user requests to collect specific information or to study particular topic, the library staff willingly produces all the reference material.
- Besides this C.A.S. service, the library offers clipping services, reference/referral services, bibliographic compilation, audio-visual services, e-books and e-journal through broadband and **INFLIBNET**.
- There are various schemes for economically weaker students-UGC Book Bank, Cash Deposit etc
- Besides the operational **Open Access System** for P.G. and research students and **semi-open access** for undergraduate, **Guidance** for project work is provided. There is a separate book section for students under **remedial** courses. **Question Paper sets** of previous University / College

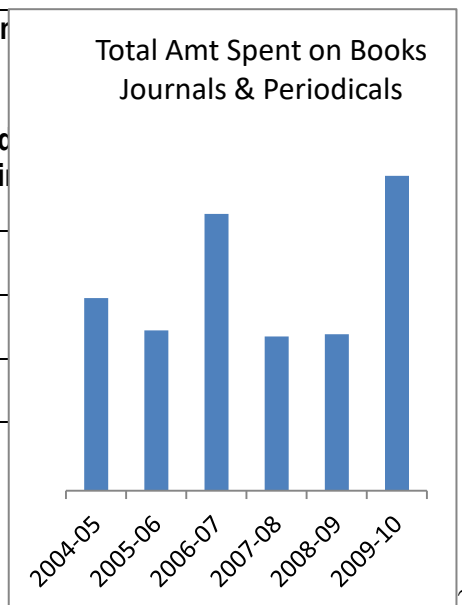
examinations are available for reference to students and to staff. **Bound volumes** of important old magazines are prepared. Library facilities are also given to students interested in NET/SLET/Competitive examinations. The number of text books available under book bank scheme was increased every year. “Granthdindi”, Rare Books Exhibition, Portrait Exhibition, stalls of Book Publishers are also organized.

- For the identified fast learners and for students involved in projects, on recommendation from teachers, there is free access. As sympathetic and sensitive approach, there is special provision for physically challenged students. They are allowed open access. They are issued any number of subject related books. Free coaching for computer skill development is available from teachers. Ramp is provided.
- For ready use and convenience of students and teachers, facility of departmental library is also available. There are 12 departmental libraries in the college, some with reading rooms.

4.3.4 *How does the library ensure purchase and use of current titles, important journals and other reading materials? Specify the amount spent on new books and journals during the last five years.*

Amount spent on new books and journals in the last five years.

Year	Total Amt Spent on Books, Journals, Periodicals in Rs	Amt spent on Books in Rs	Amt spent on Magazines (Including Journals and periodicals) in Rs
2004-05	164,977	154,357	10,620
2005-06	137,443	125,836	11,607
2006-07	237,057	220,115	16,942



2007-08	132,272	113,257	19,015
2008-09	134,157	115,412	18,745
2009-10	269,754	249,086	20,668

Individual departments submit their budget proposals before the beginning of a new session and the department of library budget also details the amount needed for the purchase of books, journals, periodicals, magazines, newspapers and e-material. The librarian buys books on the basis of recommendations of the faculty of the concerned departments. The recommendations of books by the faculty are based on the faculty perception and the data supplied by the librarian about user demand. Change in syllabi is also a factor in the recommendation of new books. Similarly, the names of journals needed by the faculty are indicated to the librarian. Taking care of the budgetary estimates, these requests are complied with.

Students are encouraged to use current titles and important journals through display of new arrivals in the library. Journals are displayed in a separate journal rack in the main library. Occasional exhibition of books in the library also stokes interest of the students in the use of new books.

4.3.5 *Give details on the access of the on-line and Internet services in the library to the students and faculty? (hours, frequency of use , subscriptions, licensed software etc.,).*

BSNL Broadband internet services in e-library are subscribed by the college. It is available to all the students, free of charge, throughout the timings of the library. Timings are divided for faculties and students. They are allowed time-slots as per the requirements and availability. The research students and project related students are given extended time as and when required. The INFLIBNET can be accessed from anywhere and other PCs and Laptops using different net. Faculties and researchers take advantage of this. The study room and reading room are open from 8.30 am to 8.30 pm (up to 10.00 pm during examination days).

Though the frequency is difficult to judge, the BSNL Broadband internet service is routinely used by staff and students.

Apart from this, the students can use the internet service on the departmental computers.

4.3.6 Are the library services computerized? If yes, to what extent?

The library services are fully computerized. The database for all the books, journals, periodicals and magazines is prepared. The processes of issue-return and searching of books are completely computerized with the help of the Online Public Access Catalogue service (OPAC). The availability status of a book and wait-list can be readily known. Misuse of INTERNET is strictly prohibited by keeping watch on any kind of cyber crime.

4.3.7 Does the institution make use of INFLIBNET / DELNET/IUC facilities? If yes, give details.

INFLIBNET facility is available. The students and teachers can study and download books and journals of interest from the site - <http://nlist.inflibnet.ac.in/downloads.php>. Presently there are 38 staff members and all the research students enrolled for the facility.

4.3.8 What initiatives are taken by the library staff to enrich the faculty and students with its latest acquisitions?

Every year in consultation with Library Advisory Committee, the librarian initiates library enrichment process. The latest book catalogues and information brochure are supplied to each HoD and the subject-wise requirements are demanded. Each HoD prepares subject specific lists and submits to the library. After finalizing the lists, they are put before the Library Advisory Committee who authorizes the purchases.

The library staff provides current awareness service whereby content pages of new editions and their jackets are put up on the library display board

and sometimes photocopies of the covers of new arrivals are put up. Apart from this a list of new acquisitions is provided to the departments from time to time. Copies of content pages are also provided on demand.

Recent arrivals of Magazines, journals and reviews are displayed on the rack. Daily newspapers are also provided in the reading room. Occasional book exhibitions are also organized by the library staff. Internet facility is available. Any reference books can be used by making entry in attendance register. All these above facilities are provided to faculty and students to enrich them with latest acquisitions.

Apart from this, the heads of department, PG directors and concerned people are informed of the arrival of their requisitions and new acquisitions by library. They in turn inform the staff and students.

4.3.9 Does the library have interlibrary borrowing facility? If yes, give details of the facility

Yes. The college has made arrangements with three local libraries for this interlibrary borrowing facility. These libraries are Amle College of Education, Bramhapuri, Dr. Babasaheb Ambedkar College, Bramhapuri and Barrister Khobragade College of Education, Bramhapuri. Efforts are on to tie up with more such libraries of terminal colleges which were linked to our college.

4.3.10 What are the special facilities offered by the library to the visually- and physically- challenged persons?

With the noble intention of helping visually and physically challenged students, the library provides complete open access to books. Library staff is always available to help them in searching and issuing the required books.

The library has Braille materials for the visually challenged.

One advantage of the library is that it is situated on the ground floor and hence accessible to those students who have a problem in walking. The library staff mounts a search for the books that the students name in any given subject. Similarly, if demanded, a complete list of books in the subject they are studying is made available to them to choose. Mostly such students want a particular book issued and that is done for them by the library staff. The physically challenged students are also given a priority in book issue.

In the current year, 2010-11, there are 04 such students (01 girl & 03 boys) in the college. The physically challenged are issued any number of books of their subject of interest for the complete academic session.

A plan to impart computer skills to physically challenged students has good response.

4.3.11 List the infrastructural development of the library over the last two years

Since last Peer Team visit, a special attention is given to the development of library. The library has been developed enormously in terms of area and facilities in the last two to three years. The work area 30'X50' was extended to 45'X65', an expansion of over 1500 sq feet. An independent reading room 30'X40' was added with well furnished study chairs and reading facilities.

There is an independent reading room for college staff, PG students and researchers. The internet, periodicals and computers are provided at the work place.

Apart from this, e-library with 05 computers and INFLIBNET are set up for the use of students.

1200 new text books of related subjects are added and obsolete books are removed from UGC book bank.

Librarian's Cabin, office of staff and transaction system are renovated.

Number of journals, periodicals, e-library and INFLIBNET are subscribed. Audio-visual and reprographic services are revamped.

The library has an independent generator (in addition to 45kw generator of the college) as a power back up system to overcome inconveniences due to frequent power failures and load shedding.

4.3.12 What other information services are provided by the library to its users?

The other services provided by the library are:

1. Current Awareness Service (CAS)-Most of the time, when a user requests to collect specific information or to study particular topic, the library staff willingly produces all the reference material.
2. The library offers clipping services – collection of significant items, news paper clippings of vital national news or college related news and articles by staff, advertisements, and employment openings and advanced learning opportunities etc.
3. Guidance for NET/SLET and other UPSC/MPSC competitive exams.
4. Reference/referral services
5. Bibliographic compilation
6. Audio-visual services, e-books and e-journal through broadband and INFLIBNET.
7. Reprographic services
8. Inter library loan service
9. Library service to outsiders and outside researchers
10. Special consideration to physically challenged

Besides, the extension services provided by the library are:

1. Book Exhibition and Exhibition of rare books and manuscripts

2. Training to staff in library skills enhancement
3. Essay Competitions

4.4 ICT as Learning Resources

4.4.1 *Does the Institution have up-to-date computer facility? If yes, give details on the available hardware and software (Number of computers, computer-students ratio, stand alone facility, LAN facility, configuration, licensed software etc.)*

The college now has 79 working computers with latest configurations (old version computers are either discarded or scraped). All departments have computers and several departments have multiple computers. There is a central computer lab with 10 computers available for the students and the staff.

The computer-student ratio works out to be approximately 01:18.

All the computers in the office are connected with LAN. However, these are not dummy nodes as each can be used as a standalone. Similar is the case with departments with multiple computers.

Most computers in use are Core II DEO with current configurations.

The software procured by the college is legal. The available software is as per the requirements of the departments where the computer is used. The legal versions of software that were purchased by the college are 1) College Management System (CMS), 2) Library Management System (LMS), 3) Antivirus Software Net Protector 4) Lotus, 5) dBase, 6) WordStar, 7) MSDOS. The library has software used for all library functions. The academic departments have software tailored for their academic needs. The legal versions of software Lotus, dBase, MSDOS and WordStar, though outdated now, were purchased by the college.

4.4.2 *Is there a central computing facility? If yes, how is it utilized for staff and students?*

There is a central computer laboratory with 10 computers. Utilization of the central computer facility is on a time sharing basis. Time allotment is different for faculty and students. A student is allocated half an hour to an hour. The time limit is flexible depending on the demand. They surf for subject related information and study material. Students use the computers basically to generate reports for the preparation of their assignments and for editing teaching/learning material. The computer facility is also used to generate material needed for the activities of student societies and for generating and printing materials related to the organization of programmes.

On the recommendations of the previous NAAC Peer Team, the college has made available to the students a central computer laboratory of carpet area about 400 sq ft with 10 computer systems connected with LAN, broadband BSNL internet and printers. The central computer laboratory is well furnished.

In addition, each department has computers and many departments have multiple computers and even computer labs of their own, open to the students and the staff. The Department of Computer Science, Department of Zoology, Department of Physics and Department of Geography have internet facility for use by the students.

The e-library has its own computers (05) and the College Office (Administrative as well as Accounts) have their own facility.

It may not be out of place to note that most staff members have their personal laptops or computers with net connections.

4.4.3 *How are the faculty facilitated to prepare computer-aided teaching/ learning materials? What are the facilities available in the college for such efforts?*

The College has provided computers to all the departments, the central computer lab and the specific software that the Departments have desired. The faculty of the Department of Computer Science has provided significant help to the teachers who had problems preparing computer-aided teaching material. In some departments, for example the department of Physics and department of Commerce, the faculty have taken help of the students in preparing teaching material realizing that the younger generation is more computers savvy.

The College has LCD projectors to allow better viewing of computerized material by the students. The provision of LCD projector is also an encouragement and motivation for the faculty to use computer-aided teaching method wherever it is beneficial. There is a plan to equip more departments with this facility.

The departments also consistently procure CDs/DVDs related to their subjects and make it available to the students. Internet facility is provided to students to download study materials.

Entire back issues of review journals are available on CDs and are thus accessible to the students. Similarly, a great number of books are also available on electronic media and is free for use to the students.

The computer department organizes computer workshops for the faculty to prepare study materials.

4.4.4 Does the Institution have a website? How frequently is it updated? Give details.

The College has a website. Its URL is ***<http://nhcollege.org>***.

The site displays information about the (a) history of the institution (b) the kind of courses offered in each of the three faculties (c) facilities and infrastructure available (d) Placements (e) departmental information (f) upcoming events.

With the intention of serving the society and making the higher education convenient and available to outstation students, from the next session, information about profile of faculty members including publication and research work, prospectus, syllabus, admission process, specimen copy of admission form and results etc. for UG and PG level will be displayed on the website from the next session.

Website is updated regularly. Update of College related developments is more frequent. The College carries out several academic and cultural programmes throughout the year. Information about all these programmes is flashed on the website fairly regularly.

4.4.5 How often does the institution plan and upgrade its computer systems? What is the provision made in the annual budget for update, deployment and maintenance of the computers in the institution?

The institution makes a conscious effort to upgrade its computer systems as per the needs of the office or the department concerned. In 2008-09, computer systems worth Rs 1,20,550/- were purchased. The department of computer science was renovated and many new systems were added.

In 2009-10, the budgetary provision made for upgradation and repairs of computers was Rs 40,000/- while the total budget (including buying and deploying new computer systems) was Rs 12 lac.

4.4.6 How are the computers and their accessories maintained? (AMC etc.)

The maintenance of Computers and their accessories is need based. Responsibility is with HoD. Most of the staff in computer department is well versed with hardware and software. They track and pursue the routine checkups and problems in software and hardware management.

'Sai Computers, Bramhapuri' is a local supplier of accessories and it has technical expertise. The annual maintenance is entrusted to 'Sai Computers' for repairs and accessories as when required.

As and when any technical fault is found or any of the computers fails, concerned outside operators or technicians are hired to rectify and repair the computers and accessories.

4.5 Other Facilities

4.5.1 Give details of the following facilities:

- a) *Capacity of the hostels (to be given separately for boys and Girls)*
- b) *Occupancy*
- c) *Rooms in the hostel (to be given separately for boys and Girls)*
- d) *Recreational facilities*
- e) *Sports and Games (Indoor and Outdoor) facilities*
- f) *Health and Hygiene (Health Care centre, Ambulance, Nurse, Qualified Doctor) (full time / part time etc.)*

The college has hostel facilities for boys (initial capacity-21) since 2000-01. The inadequacy was felt and the hostel facilities were gradually improved by the Management. The single storey building was vertically expanded to two stories and also horizontally expanded to increase the intake capacity along with mess, recreational and improvements of sanitary facilities. The need for hostel for girls was foreseen and on our request, the UGC sanctioned grant of Rs 01 crore for hostel for girls. The building construction is nearing completion. Electricity, water supply and sanitary fittings are also nearing completion. It is planned to be completed in all respects by March' 2011.

a. Capacity of the hostels

Boys Hostel - 96

Girls Hostel - 66, Hostel will start from 2011-12.

- b. *Occupancy*
Boys Hostel - 31
Girls Hostel - Presently Nil
- c. *Rooms in the hostel*
Boys Hostel – 32
Girls Hostel – 30
- d. *Recreational facilities*
Response grouped with (e)
- e. *Sports and Games (Indoor and Outdoor) facilities*
- The hostels have recreational and sports facilities like a quadrangle for organization of small events, a court for volley ball and a court for Badminton.
 - Hostel common rooms have news papers and periodicals.
 - Hostel inmates can use the college gymnasium.
 - The students can use the college canteen.
 - The Hostels are inside the College campus which makes all the college recreational and sports facilities (like basketball, football, volleyball and other facilities for indoor games such as chess, carom and table-tennis) available to the students.
- f. *Health and Hygiene (Health Care centre, Ambulance, Nurse, Qualified Doctor) (full time/ part time etc.)*
- The hostel for boys has a qualified doctor entrusted for all their ailments.
 - Besides, the College has an informal collaboration with Christanand Hospital, Bramhapuri which is nearest from the College. There is Government Rural Hospital very closely situated. Both the hospitals have latest medical knowhow, instrumentation, equipments, OPD, IPD

(400 beds), operation theaters, gynaecologist, ambulances etc and expert doctors and nurses. The students can get instant medical treatment in any eventuality. All major and minor ailments of the students are taken care of by the hospital on a priority basis.

- Apart from this, the college has a Health Care Unit which is given services by local private doctors attached to dispensary who treat common complaints, first aid and provide attention.
- The hostels are located on raised plateau in eco-friendly and healthy atmosphere. Hygiene is ensured through maintaining and keeping the surroundings clean by regular appointment of sweepers and cleaners. The hostel area is sprayed by anti malarial smog by Nagar Parishad regularly. Care is taken for drainage clearance, sanitary cleaning and healthy atmosphere. Dustbins are provided at many points and they are cleaned routinely. Besides, the hostel has water coolers with aqua guard that ensures clean and potable drinking water.

4.5.2 How does the institution ensure participation of women in intra-and inter-institutional sports competitions and cultural activities?

The institute pursues coeducation system. There is a fair ratio of girls along with boys in the college. The management always encourages the women advancement. Since beginning, the management has consciously strived hard to involve maximum number of girls in all the activities at par with boys.

SPORTS: The institution has separate teams for women in Hockey, Softball, Korfball, Basket Ball, WUSHU, Cricket and Athletics. The female students represent the college in many sports at the intercollegiate, interuniversity and state levels. The women players are given all the facilities at par with the boys. In the last five years, 15 women players represented the college at State level tournaments and 08 obtained University colour. In the last five years 87 girls and 313 boys participated in various sports competitions. That our efforts are successful is borne out by the fact that Ku.

Shruti Kashikar, student of B.A., has been conferred with R.T.M.Nagpur University Colour in Hockey for consecutive four years from 2004-05 to 2007-08. Similarly Ku.Darshna Urkude of B.Sc.II in Cricket in 2007-08, Ku.Priyanka Khaparde of B.Sc.I in Korfball in 2008-09, Ku.Darshana Kawle of B.Sc.I in Korfball in 2009-10 have been conferred with R.T.M.Nagpur University Colour. Nevertheless, Women cricket team of the college remained runners up in Open cricket tournament in Sindewahi held in January 2006.

CULTURAL: The girls are encouraged to participate jointly with boys in various cultural and academic events. Here too, the performance of the women gives evidence to the measure of success the institution has had in ensuring their participation. Following are some of the achievements exclusively by girls for the previous year 2009-10:

1. At University level Physics Seminar by VUPTA held at Chandrapur 2-3 Jan 2010, Ku Priti Kabra MSc I, received 2nd prize
2. In the Academic Excellence, Ku Mahejabeen Haque exhibited extraordinary performance at University exams by scoring 94% of marks at BSc III.
3. Ku Sweety Lonare won 09 awards in board exam.
4. In 2009-10, sanctioned by the university, two NSS units of 200 volunteers had 90 girls and 110 boys,
5. In 2009-10, wing unit I, sanctioned by Maharashtra NCC Battalion, Nagpur, had 107 NCC cadets with 36 girls and 71 boys; wing unit II exclusively for girls sanctioned by III Maha Girls battalion, Pune had 32 girls cadets; ie a total of 68 girls and 71 boys in NCC.
6. NSS Ku Chetna Banpurkar, BA III, was selected for 26 Jan 2010 State Republic Day Parade at Mumbai
7. NCC girls cadets, III Maharashtra Girls battalion unit II, Ku Gotefode and Ku Pathan were selected for Pre-RDC camp, Pune

8. NCC 32 girls cadet were selected for various RDC camps and 01 girl participated in Prime minister's Rally, Mumbai on NCC Day
9. Ku Poorva Deshmukh BA III stood 2nd at District Level Debate Competition, Chandrapur on 10/09/2009
10. Inter Collegiate Songs Competition, Mul, Ku Poorva Deshmukh, BA III, stood 1st
11. Inter Collegiate Debate Competition, Ku Snehal Kokode XI Sc stood 1st, 10/01/2010
12. To develop leadership and to explore hidden talent among the students, Annual College Day Celebration was held on 1-2 Jan 2010; it included activities like poster presentation, Rangoli Competition, Quiz Contest, dance, debate, singing, dish decoration, flower arrangement, bride dress and make up, one act play etc and sports and athletics for boys and girls and many girls won awards.

4.5.3 *Give details of the common facilities available with the Institution (Staff room, day care centre, common room for students, rest rooms, health centre, vehicle parking, guest house, Canteen, telephone, internet cafe, transport, drinking water etc.)*

1) Staff room (common)	02
2) Day care centre	01
3) Common room for boys	01
4) Common rooms for girls	03
5) Rest rooms for women staff	02
6) Health centre	01
7) Vehicle parking	separate for staff, male and the female students
8) Guest house	01
9) Canteen	01 large open air canteen

10) Telephone broadband	01 EPBX + 02 Telephone + 04 with broadband
11) Internet café students & staff	10 computers, free internet for students & staff
12) Drinking water	04 water coolers with Aqua guard
13) Gymnasium specific time slots	01 for boys, girls & staff with specific time slots

In addition, there are 10 departmental staff rooms for the subjects Physics, Zoology, Electronics, Botany, Chemistry, Computer, Geography, Home Economics. There are offices and stock rooms for NSS, NCC, Career Guidance and other extension departments.

The college does not own any transport. However, by informal arrangements, the State Transport Bus Service is scheduled for students so as to ferry them to and fro from the college in time. A very good frequency of state transport bus service is available from towns Wadsa (12 Km), Nagbhid (18 Km), Armori (22 Km) and Gadchiroli (55 Km) and villages on the route of these towns. The students from all the peripheral villages can reach the college without any hassles. Railway services are available from towns Wadsa and Nagbhid. The railway services are also available for long distance journey.

4.6 Best Practices in Infrastructure and Learning Resources

4.6.1 *What innovations/best practices in 'Infrastructure and Learning Resources' are in vogue or adopted/adapted by the institution?*

1. The College has established an e-library to allow the students to augment their resources online and to learn the latest in every field.

2. Free internet facility is available to the students not only in the e-library but also in many of the departments.
3. All major departments have their own departmental libraries allowing students an easy access to books and journals.
4. The college subscribes to several national journals. Many of the journals are available online too, allowing the students to access even the back issues easily.
5. Science departments have large laboratories equipped with modern instruments.
6. Separate research laboratories have been established and possess modern, sophisticated facilities for research.
7. Each Department has computer facility and as such ICT based learning is on the way to become a norm.
8. The College has sufficient numbers of large and airy classrooms and laboratories.
9. A 45 KV generator was installed two year ago to tide over the load-shedding period and to provide uninterrupted services to the office and to the laboratories and classrooms.
10. Apart from the generator, many scientific instruments which need continuous electric supply have an inverter or UPS backup too.
11. The college has separate parking space for the staff, girls and boys.
12. The College has a good number of recreational facilities such as a gymnasium, a basketball court, a volleyball court, a football ground, facilities for indoor games and a canteen.
13. Good quality drinking water is provided.
14. The college exerts to provide clean and eco-friendly infrastructure and campus.

ADDITIONAL PROBE FOR RE-ACCREDITATION

1. *What were the evaluative observations made under Infrastructure and Learning Resources in the previous assessment report and how have they been acted upon?*

Suggestion no.1 –

Many books reserved for UGC Book Bank Scheme are obsolete. They should be shifted to other place and new books be purchased.

Action taken:

1200 new text books of related subjects are added to UGC Book Bank and are being utilized by the students. The obsolete books are removed. The number of users is also increased.

Suggestion no.2 –

To facilitate research and for the convenient of PG research students computer facility be made available.

Action taken:

To promote computer facility to research students, staff and other students, the college has strived systematically. As detailed in responses to 4.4.1 and 4.4.2, the college now has 79 working computers with latest configurations. Several departments have multiple computers with internet or broadband. There is a central computer lab with 10 computers with LAN, internet, multimedia and reprographic facilities available for students and staff usage. The library, office, accounts and administrative section have computer facility with automation and software. INFLIBNET is subscribed and it can be accessed in library as well as on personal computers and laptops of authorized researchers and staff.

Suggestion no.3 –

The number of sports persons competing at university, state, national and other levels be increased.

Action taken:

As a result of initiatives from the Management and Physical Education department, the number of students' participation has increased in last five years.

As shown in tabular and graphical presentations below, the participation of girls has increased from 14 in 2004-05 to 62 in 2009-10 and many have brought laurels and colours to college.

Vikrant Chole, student of N H College, Bramhapuri obtained International Rating in Chess -2135- in 98-99. In 2005 he represented Nagpur University in **ASIAN TOURNAMENT** held at **Malaysia**, where Nagpur University was runner up.

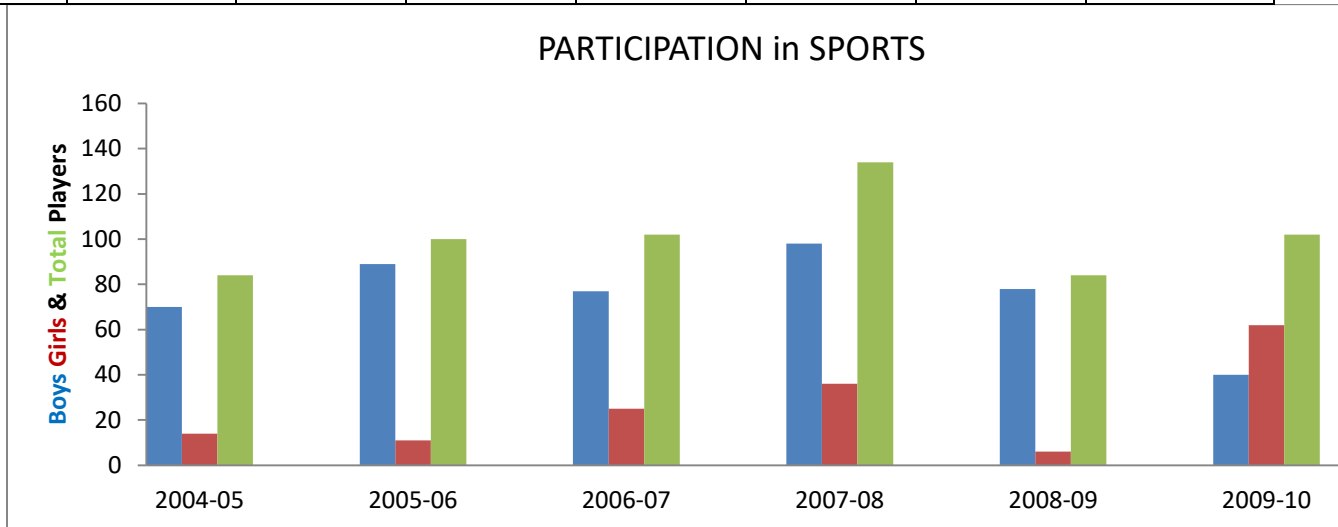
Recently, in 2010-11, one of our students **Ninad Gade** has represented International hockey at **Malaysia** and **USA**.

PARTICIPATION in SPORTS

Year	2004-05		2005-06		2006-07		2007-08		2008-09		2009-10		2005 to 2010	
	No of Participants		No of Participants		No of Participants		No of Participants		No of Participants		No of Participants		Total No of Participants	
	Boys	Girls	Boys	Girls	Boys	Girls	Boys	Girls	Boys	Girls	Boys	Girls	Boys	Girls
International	0	0	0	0	0	0	0	0	0	0	0	0	0	0
National	0	0	3	0	1	0	1	0	1	0	0	0	6	0
State	10	0	15	0	15	0	22	4	22	0	29	11	113	15
Inter University	1	2	3	2	5	1	2	3	5	1	5	1	21	10
Zonal, Division	59	12	68	9	56	24	73	29	50	5	6	50	312	129
Total Players	70	14	89	11	77	25	98	36	78	6	40	62	452	154
Total	84		100		102		134		84		102		606	

Participants							
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	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2005 to 2010
Boys	70	89	77	98	78	40	452
Girls	14	11	25	36	6	62	154
Total	84	100	102	134	84	102	606



CRITERION V: STUDENT SUPPORT AND PROGRESSION

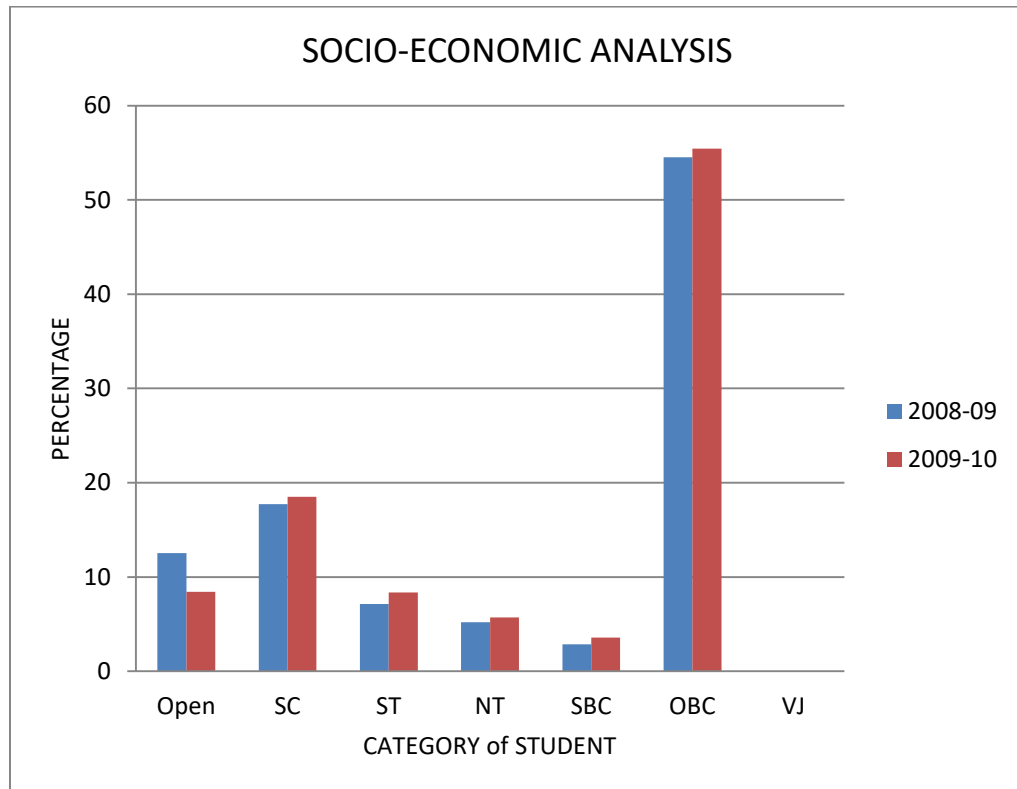
Evaluative Report

5.1 Student Progression

5.1.1 Give the socio-economic profile (General, SC/ST, OBC etc.,) of the students of the last two batches.

Percentage representation of the socio-economic profile of students of last two year's batches is:

Academic Year	Open	SC	ST	NT	SBC	OBC	VJ
2008-09	12.54	17.74	7.138	5.198	2.841	54.54	0
2009-10	8.422	18.52	8.366	5.689	3.569	55.44	0



5.1.2 *What are the efforts made by the Institution to minimize the dropout rate and facilitate the students to complete the course?*

Despite the predominantly rural area, the institution has a very low dropout rate of about 3.95% at the postgraduate level and about 4.99% at the undergraduate level. The actual figures are lower than these calculated figures because most of the students leave this institution for higher education or professional courses (BEd, DEd, BE, Poly etc) or service without informing the college. The dropout rate at the undergraduate level used to be higher than this a few years back. However, consistent involvement with students has brought about a welcome change. The problem of high dropout rate was attacked on three fronts-economic, educational and social. The practices that have resulted in this welcome change are:

- *Extra time* is devoted by the faculty to those students who are lagging behind in academics.
- *The Management* is willing to allow the fees to be paid in installments and to make available the concessions to disadvantaged and weaker sections.
- *Progress of the students* is monitored and problem areas are pointed out to each student.
- Interface of the faculty with the *parents* allowed us to know our students better and this has also helped to reduce the dropout rate.
- *Student Guardianship Scheme* allows analysis and identification of academically and economically weak students and measures like counseling and coaching are initiated
- *Remedial Classes, Extra Classes, tutorials, Seminars by subject experts, regular home assignments and test examinations* are rigorously implemented coupled with provision of healthy and interactive educational atmosphere
- The College runs *schemes for financial help* to economically weaker students. The College schemes are 1) Earn and Learn scheme, 2) N H College Employees Welfare Fund for Students, 3) personal financial help

to students, 4) extended hours of availability of reading room and study room in library (the staff working for free), 5) Annual Academic Excellence Awards, 6) Scholarships and Fee Concessions

- The college *environment* is enhanced making it more attractive and healthy by offering *improved sports facilities* and wider *curricular and extra-curricular* activities
- *Leadership development programmes* are organized

The students have indeed responded positively and dropout rate decreased to less than 5%.

5.1.3 *On an average, what percentage of the students progress to further studies and for employment? Give details for the last two years. (UG to PG to Ph.D and /or to employment)*

S/N	FACULTY	PROGRAMME	UG to PG	PG to PhD	EMPLOYMENT
1	Science	BSc Maths	60 %		30 %
		BSc Bio	63 %		30%
		BSc Comp	70 %		30 %
		BSc Electronics	70 %		30 %
		PG(all science)		15 %	80 %
2	Arts	UG	50 %		20 %
		PG		4 %	55 %
3	Commerce	UG	40 %		30 %
		PG		2 %	60 %

Large number of the college students has reached a high level in education, research, government service, corporate service, politics and employment. In the last two years, a number of our students have gone for

PG courses at Nagpur and Pune Universities, competitive exams and employment but many of them have failed to inform the college about their post-college activities. However, the trend and inclination is towards acquiring higher level in education. Our students are working as professors at Delhi University, Bombay University, Pune University; as scientists in BARC; Commissioners or Collectors in Police, Excise, Administration; MLA in State Legislature; Military services; Lecturers in any senior colleges; Teachers, bankers and varying fields. Being rural and economically backward area, the students aim eagerly for employment at the earliest. The rough analysis, general observations and contact with alumni give following approximate percentage of post-college occupation.

5.1.4 How does the institution facilitate the placement of its outgoing students? What proportion of the graduating students have been employed? (average of last five years)

There is a continuous endeavour to enhance job placements by organizing campus recruitments and analytical skill development programs.

In addition to 'Training and Placement Cell', the college has 'Students Guidance and Career Development Cell' that facilitates students' placements in various companies, industrial units and organizations. The Placement Cell compiles information of final year students at the undergraduate and the postgraduate levels. The Placement Cell communicates with industries and other entities inviting them for campus organization. Employment opportunities and advertisements are prominently displayed on notice boards. Some notice boards are reserved exclusively for employment opportunities. Students are advised for the jobs and placements in the government and private sectors.

Some of the responsibilities of Training and Placement Cell are:

- To enhance job placements by organizing campus interviews and recruitments camps
- To organize skill development programs and training
- To inform the students about recruitment drives by reputed companies organized at different institutes in Nagpur, Chandrapur and Bhandara districts (with whom the college has an understanding)
- To organize camps for self employment under RTM Entrepreneurship Development Program
- To organize self employment workshops under agencies like District Entrepreneurship Center
- To facilitate Job Placements in Government Services through sports quota, NCC and NSS

Activities of Placement Cell:

- Personality development programs for students in collaboration with NVAS were organized and students had given good response. MoU was signed with NVAS. The placement cell had attempted campus recruitment and some students were sent for company campuses at Nagpur.
- One month Communication Skills & Personality Development Camp for students was organized.
- Students attended campus at Nagpur for 1. Infosys BPO, 2. Wipro BPO, 3. L&T, 4. ICICI and many other companies
- Campus at our college was conducted by INFOSYS BPO, three students were called for further screening.
- Campus at our college was conducted by Datamatrix, Bangalore and 04 students were selected for various placements in 2008-09
- Trainee Scholarships of Rs 1090/- per month given to 103 students of MCVC

- Career Counseling Center and Guidance Centre for NET/SLET have been established in the college

Following students were selected in 2006-07:

1	Mr. Ganesh N. Churhe :- ICICI Prudential
2	Mr. Mithun D. Mhashakhatri :- INFOSYS BPO
3	Mr. Pankaj Karande :- INFOSYS BPO
4	Mr. Subhash Burade :- ICICI Prudential
5	Ku. Anuja S. Bhaskarwar :- ICICI Prudential
6	Mr. Roshan Darde :- INFOSYS BPO
7	Mr. Arshad Sheikh :- Kirloskar
8	Ku. Swati Barapatre :- L & T
9	Ku. Prerna Meshram :- L & T

In the recent years, the students selected are:

Three students in INFOSYS BPO,

Seven students in KIRLOSKAR

Four students in ICICI and Ultra Tech

Fifteen students in Military & Police Services

5.1.5 How does the institution facilitate and support students for appearing and qualifying in various competitive examinations? Give details on the number of students coached, appeared and qualified in various competitive examinations (Average of last five years) (UGC-CSIR-NET, SLET, GATE, CAT, GRE, TOFEL, GMAT, Civil Services- IAS,IPS,IFS, Central/State services etc.)

The College provides informal coaching for NET/SLET/GATE examinations to the postgraduate students. The teachers, who have cleared NET/SLET, conduct guidance classes and provide literature to the PG students. On an average 40 students are coached per year and many of them

are successful. The formal NET/SLET Coaching Center is started in the college from the session 2010-11.

Following is the record for last three years:

NET	2007	Prashant Borkar	Chemistry
SET	2007	Somkuwar	Botany
SET	2008	Anna Madavi	Economics
NET	2009	K. S. Naktode	Chemistry
SET	2009	Akash Meshram	Comm
Defence	2010	Ganesh Churhe SSB 2010, Defence	
NET	2010	Nilesh Gode	Chemistry
NET	2010	Khemanand Fulzele	Economics
UPSC	2010	Umesh Ramdas Korram 723 in UPSC Exam IFS 2010	

5.1.6 Give a comparative analysis of the institutional academic performance with reference to other colleges of the affiliating University and the university average. (Pass percentage, Distinctions, Gold medals and University Ranks, Marks obtained in relation to university average etc. (Last five years' data)

The academic performance of students is at par with or rather better than other colleges in the vicinity. In relation to university averages, the results are far better.

The average result for last 05 years for UG classes (I, II, III) is 25.14% and for PG (I, II) it is 52.41%. For BSc(I, II, III), it is 28.95%, for BA(I, II, III) 27.53% and for BCom(I, II, III) 12.87%. However for final year UG students the same are 49.71%, 47.80% and 33.33% respectively with two rank holders.

In PG, the average results for last 05 years are: 1) Geography – 87.47% 2) Home Economics – 78.72% 3) B.Lib. – 44.74% 4) M.Lib. – 36.36% 5) Zoology – 74.63%. The Geography department has given results around 90% consistently whereas the Zoology department has given 100% result for three consecutive years with 02 university Gold Medalists, the Home Economics department, in 2010, has given 100% result for MA I and MA II.

There are a good number of distinctions and merit holders. The recent highlight is the astounding **94%** score and University rank in BSc Bio exam of 2010 by Ku Mehjbeen Haque.

PG (I & II) Students Success Rate Analysis 2006 to 2010

Results	Grand Total					AVG %	Last Two Years Analysis 2008-2010	
	2006	2007	2008	2009	2010		TOTAL	
	1	2	3	4	5			
Total Students Admitted	197	175	300	297	462		759	Admitted
Total Students appeared for Exam	184	159	296	287	442		729	Appeared
Number of PASS students.	111	93	139	152	222		374	Pass
Pass Percentage	60.33	58.49	46.96	52.96	50.23	52.41	51.59	Percentage
Number of first classes	78	58	71	94	125		219	1st Class
Number of distinctions	3	9	1	14	12		26	distinctions
Ranks (if any)	1	3	1	1	0		1	Uni Ranks
Dropout	6.60	9.14	1.33	3.37	4.33	Total 63	Drop Out Total =30 Drop Out % = 3.95	

UG FINAL YEAR STUDENTS (BA, BCom, BSc) Success Rate Analysis 2006 to 2010

Results	Total					Last Two Years Analysis	
	2006	2007	2008	2009	2010	TOTAL	
	1	2	3	4	5		
Total Students Admitted	274	273	238	186	212	398	Admitted
Total Students appeared for Exam	272	270	232	184	207	391	Appeared

Number of PASS students.	128	115	95	105	124	AVG %	229	Pass
Pass Percentage	47.06	42.59	40.95	57.07	59.90	48.67	58.48	Percentage
Number of first classes	14	11	12	13	11		24	1st Class
Number of distinctions	0	0	1	0	1		1	distinctions
Ranks (if any)	0	0	0	1	1		2	Uni Ranks
Dropout	0.73	1.10	2.52	1.08	2.36	Total 18	Drop Out Total =07 Drop Out % = 1.76	

UG (I, II & III) Students Success Rate Analysis 2006 to 2010

Results	Grand Total					AVG %	Last Two Years Analysis		
	2006	2007	2008	2009	2010		TOTAL		
	1	2	3	4	5				
Total Students Admitted	1082	1072	896	1099	1268		2367	Admitted	
Total Students appeared for Exam	1048	1032	839	1063	1186		2249	Appeared	
Number of PASS students.	357	271	200	218	253		471	Pass	
Pass Percentage	34.06	26.26	23.84	20.51	21.33		25.14	20.92	Percentage
Number of first classes	39	27	27	37	35		72	1st Class	
Number of distinctions	2	1	2	2	2		4	distinctions	
Ranks (if any)	0	0	0	1	1		2	Uni Ranks	
Dropout	3.14	3.73	6.36	3.28	6.47		Total 249	Drop Out Total = 118 Drop Out % = 4.99	

5.2 Student Support

5.2.1 *Does the institution publish its updated prospectus, handbook and other student information material annually? If yes, what is the information disseminated to students through these publications?*

The College publishes updated prospectus each year for all the programs it offers for UG, PG, Research, Certificate courses, Junior College and MCVC.

The College also publishes annual college magazine 'MANIK' which includes reports of various activities carried out, students' welfare programmes and departmental activities.

Notifications, advertisements, directions and relevant information are displayed in boys' common room, girls' common room, library notice boards and other notice boards of various departments.

Besides its mission and objectives, the college updated prospectus, called information brochure, details information about:

1. the combinations of subjects available to the students in various faculties
2. brief idea of the papers taught under a given discipline
3. information about the fees payable under different categories
4. scholarships to different categories of students
5. concessions available to the students
6. concessions to differently abled students
7. rules and regulations which should be observed by the students
8. facilities available to the students on the campus
9. attendance in class, at examinations and academic events
10. college annual academic calendar indicating important events and test exam schedule
11. curricular and co-curricular activities

12. activities of Campus Interview and Placement Cell
13. the library, the reading-room and library schemes etc
14. brief idea of research being conducted in the concerned department
15. hostel facilities
16. sports facilities and regulations
17. excellence awards and welfare schemes run by the college
18. extension activities, NCC, NSS, girls welfare cells
19. the staff and their qualifications

Any change in any of the these points or additional information as well as information about forthcoming programmes and examinations is also displayed on the website, notice boards and informed to the stakeholders from time to time.

5.2.2 Does the institution provide financial aid to students? If yes, specify the type and number of scholarships/ freeships given to the students during the last academic year by the institution (other than those provided by the social welfare departments of the State or Central Governments).

The College does provide financial assistance to the students:

- The College provides **concessions in fees**, in genuine cases only to economically weak students and students having special proficiency in games.
- There are widely known instances where the Principal, the Management and the college staff have **collectively or individually extended financial help** to the students in need.
- '**Adv. Navlakhe Memorial Award**' is given to meritorious students every year.

- Financial Help through '**Annual Academic Excellence Awards**' is provided.
- **N H College Employees** contribute annually to Student Welfare Fund. Assistance is given to the students in need.
- **Student Aid Fund** is distributed to economically weak students.
- '**Earn & Learn**' scheme offers jobs to students while continuing their education.
- The College runs **entrepreneurship programs**.

5.2.3 Give details of schemes for student welfare? (insurance, subsidized canteen facilities, special diets, student counseling support, "earn while you learn" scheme etc.)

Various welfare schemes are available to the students. These are –

1. **NHCEWFS:** For the last five years, (established in 2005-06) the teaching & non teaching staff of the college has formed N H College Employees' Welfare Fund for Students (**NHCEWFS**) to provide financial help to the poor & needy students in cases of operative type of illness. The staff makes annual contributions (Teaching: Rs 200/- and Non-teaching: Rs 100/- per year) to the fund which has present reserves over Rs 36,000/-. So far, three students were given a support of Rs 14,000/- through the fund.
2. **Student Aid Fund:** Some financial aid is provided to the poor and brilliant students of senior college from Student Aid Fund. The college has formed a staff committee for the distribution of Fund. Based on criteria decided by the committee, aid is given to students who show satisfactory academic progress and good conduct. In the year, **2008-09**, **45** students (**33**-UG, **10**-PG, **02**-Jr) were given aid of Rs **27,050/-**; in **2009-10**, **25** poor and industrious students were given help of total Rs **19,200/-**, Rs 900/- each to non-scholarship holders and Rs 600/- each to

others, the needy students were selected after scrutiny of prescribed application forms

3. **Earn and Learn:** Earn and Learn scheme was initiated in the college from 2007-08. This scheme is implemented for the students who are needy or economically weak or interested in gaining work experience. They can overcome their financial difficulties and pursue their education. The scheme received good response and 12 students were provided jobs in 2007-08, 07 in 2008-09, 15 in 2009-10. The jobs are provided in various hospitals, mobile centre, Rice Mills, Tahsil office, college departments, College Library, laboratories, etc. This has helped them pursue their education without having needed to look at others for help.
4. **Student Welfare Fund:** It is utilized to help the students
5. **Remedial Coaching:** Remedial Coaching is provided to SC, ST, OBC, backward class and economically weaker students to improve their academic performance. The college received grants of Rs **3,98,000/-** from UGC to execute the scheme of remedial courses. In 2008-09, Rs **87,738/-** was used for remedial teaching (recurring), Rs **87,583/-** for books and journals, Rs **89,450/-** for audio-visual aids and computers, Rs **88,400/-** for photo copier (total Rs **2,65,433/-** as non-recurring). A total of **194** SC, ST students of BSc I, II, BCom I, and BA I, II, III were given coaching under the scheme. In 2009-10, Special Coaching Classes and Computer Literacy program for SC/ST and slow learners were taken up in Sept and Oct 2009 by expert faculties. Books, notes, reading materials and internet facility were provided free of any cost. There were 100 beneficiaries.
6. Under **Students Safety Insurance Scheme**, every student is insured for Rs 10,000/- by paying a small amount of Rs 06/- at the time of admission. So far, **four** college students were benefited by the scheme.
7. For **physically handicapped** students, **3%** seats are reserved and all concessions and scholarships are available to them.

8. Students availing **EBC/Scholarship/Freeship** need not pay the tuition fee at the time of admission; it is claimed from concerned government department.
9. Backward class students under SC, ST, NT, OBC category are awarded **Gol** and **Maharashtra state scholarship** to meet their financial need.
10. **Fee concessions** are available for wards of freedom fighters, primary and secondary teachers.
11. **SCHOLARSHIPS** : Following **12** types of scholarships have been availed by **1804** students of various categories.– 1) Government of India scholarship 2) Rajashree Chhatrapati Shahu Maharaj Merit Scholarship 3) scholarship for physically handicapped 4) State Government Open Merit scholarship 5) National Merit scholarship 6) Eklavya Shikshan Yojna 7) Open Merit scholarship 8) Sitaram Jindal Foundation scholarship 9) Dhirubhai Ambani scholarship 10) Sahara scholarship 11) Chief Minister's scholarship 12) NCC Welfare scholarship.

Open Merit scholarships are awarded to the students who score exceptionally high.

Rajashree Chhatrapati Shahu Maharaj Merit Scholarship is given to SC, VJ, NT, SBC students who secure more than 75% marks at SSC. In the year 2008-09, **Rajashree Chhatrapati Shahu Maharaj Puraskar** of Rs 3000/- each was bagged by **99** students, a record achievement of the college.

Students belonging to minority community are entitled for scholarships.

Eklavya Shikshan Yojna provides help to poor and brilliant students. For the year 2007-08, **Eklavya Scholarship** of Rs 5000/- each instituted by *Govt of Maharashtra* was awarded to *Kailash Zade* of MA I Geography and *Dharmendra Pardhi* of MA I Geography

Cadet Welfare Scholarships: Cadet Welfare and other Scholarships are given to NCC cadets every year. In 2008-09, *Five* NCC cadets L/CPL *Chandan Pardhi*, L/CPL *Pravin Randive*, CPL *Ashish Kela*,

L/CPL *Swapnil Nandanwar*, Cadet *Ankush Kose* and a girl Cadet *Sweta Sonule* were awarded **Cadet Welfare Scholarships** of Rs 5000/- each by NCC Directorate of Maharashtra State.

Cadet *Dhyanada Kokode* and Cadet *Sudeshna Pucchalwar* were awarded "**SAHARA Scholarship**" of Rs 12,000/- each

12. **Cash awards** by *Management Members* and *Staff* are given to meritorious students (*Academic Excellence Awards*). This year, 2010-11 cash 73 awards each of Rs 501/- were given to meritorious students.
13. **26** boys were admitted to the boys' hostel. This included **12-ST**, **01-NT**, **10-OBC** and **01-physically handicapped**. A room is reserved on ground floor and ramp is constructed for the handicapped students.
14. **Canteen** provides varied items at prices that are lower than the market prices.
15. There are three **common rooms for girls**
16. The college is aware of **counseling** need to the students who are in the formative period of their life. During admissions, career building, some personal difficulties, exam preparations and when students approach with specific problems, free counseling is offered by the teachers, by Student Guardian Scheme office bearers and by informal meetings.
17. Health centre provides free health checkup and medical advice.
18. Partial fee waivers etc by the Principal and Management are also given to deserving students

5.2.4 *What type of support services are available to overseas students?*

Presently the college does not have any overseas student. As stated in 1.2.3, when enrolled, the overseas students will be helped in all the ways to acclimatize with the surrounding culture and atmosphere.

Students passing out from our institution and going abroad for further studies are helped in many ways. The faculty apprises them of the alumni of

the college working/studying in the same area where they are headed and provides them with their address and email ids.

5.2.5 Give details of the placement and counseling services for the students?

Details of the activity of the Training and Placement Cell are given in our response to item 5.1.4.

The College has Training and Placement Cell that takes all efforts to write to prospective employers, invite them for campus interviews, hold seminars and talks of HR personnel of different companies to help students in preparation for the interviews. The staff members involved with the placement cell and also the staff of the Department of English counsel students regarding their academic, personal and psychological problems.

To enhance the English communication skill and acquaint the students in interview techniques, the committee had arranged for English Language Improvement and Personality development programs for students in collaboration with NVAS and students had given good response. MoU was signed with NVAS. The placement cell had attempted campus recruitment. Some students were sent for reputed company campuses at colleges in Nagpur, Chandrapur, Bhandara and Bhivapur.

UGC sponsored one month Certificate Course in Functional English, in collaboration with department of English, was also conducted from 28/12/2009 to 31/01/2010 to improve the communication skills among the students.

5.2.6 How does the institution encourage and develop entrepreneurial skills among the students?

The institute conducts entrepreneurship camps in collaboration with government departments like small scale industries. The Home Economics department organizes and conducts training programs and tours to industrial units every year for girls.

From 07 to 19 Jan 2010, a workshop on self employment and latent skill development like artifacts, micron, thermocol, woolen articles, painting etc was conducted for girls.

On 13/02/2010, excursion tour was taken to Mohata Mills, Hinganghat to have firsthand experience of thread preparation to finished cloth processing

Hobby Workshop run by MCVC, organized skill development programmes in carpentry, plumbing, fitting, surveying and leveling for semiskilled workers and students to develop generic skills

The institution trains students in vermicompost, mushroom cultivation, apiculture and in floriculture and encourages them to open their own units. The services of persons with the floriculture units are made available to the students within the college premises to guide them regarding the problems and solutions of opening their own units.

Some of the dissertations carried out by PG students have yielded results that are industrially viable.

5.2.7 Does the faculty participate in academic and personal counseling? If yes, give details on services provided during the last academic year?

Academic and personal counseling is an integral part of life and relations between the teachers and students. There are formal and informal situations. Welcome address, farewell functions, subject association meeting, sports coaching and practical are some of the routine events when the students discuss their various problems with teachers. The students are allowed to raise queries and they are promptly answered. During excursion and academic tours, the students become friendly with the teachers. The students can discuss their personal problems. About career and future, the teachers provide free counseling. Mostly, the students are encouraged to aim for higher education in the pursuit of excellence. Due to economic difficulties or adverse family situations, some students think of quitting

education, in such cases the students are properly guided and a way is found to overcome the situations.

In the last academic year, as in every year, students were guided for their future higher studies. Past question papers of the competitive examinations are made available to them and discussed. The problems they faced in solving some of these papers were addressed. Merits of different institutions offering higher education and various branches of studies open at the postgraduate level studies are told to them. Seminars of professionals from different fields are arranged to guide the students to discover which direction to adopt. Entrepreneurship workshops are organized for women in Home Economics Department. The women faculties are asked to take special interest in girls for counseling. Personal problems of those students who approach the faculty for solution are handled with sensitivity.

5.2.8 Is there a separate guidance and counseling centre for women students? If yes, enumerate the activities of the centre

The college has five units who collectively indulge in guidance and counseling to women:

Women's empowerment, guidance and counseling as its slated objectives, the center is '**Women's Study & Service Center**' headed by Prof Mrs Arti Samarth. The members are Prof B Damkondwar, Prof Sunita Nandekar and Smt Bambole and the students' representatives Ku Chetna Banpurkar. Its activities are. In 2009-10, the center had organized programmes under the theme '*Hinsa Soda, Manus Ghadwa*' – 'Shun Cruelty – Rear Human Being'. Also 'Constitution Day', literacy drives, workshops, essay competition, news paper articles collection etc activities were undertaken. The students are awarded incentive marks out of 10.

For many years, the college has **Girls Welfare Committee** comprising senior lady teachers. It is an independent unit for guidance and counseling for girls. Its activities are:

1. to look after the welfare and wellbeing of girls
2. to organize events toward women's empowerment
3. to increase participation of girls in various activities at par with boys
4. to take care of their health problems
5. to provide counseling

In addition, there are two units 1) **Student Guardianship Scheme** for class wise guardianship to all students including girls and 2) **Cell Against Sexual Harrassment & Gender Bias** for keeping watch over any discriminatory and biased actions against the weaker section. Both of these units work in consonant with the Girls Welfare Unit.

Women Study Centre also organizes programmes and camps for the welfare of girls.

Besides, there is **Maitri Sangh** (Friendship Association). To enhance better coordination and friendly relations among the students, it was formed for SC/Bouddha community students in 2009-10 under the directives of District Welfare Officer, Chandrapur. The Maitri Sangh has 14 student representatives and 05 nodal officers. It also provides information regarding different types of scholarships available to the students.

5.2.9 Is there a Cell /Committee constituted for prevention/ action against sexual harassment of women students? If yes, detail its constitution and enumerate its activities (issues addressed during the last two years)

The College has a 'Cell Against Sexual Harassment and Gender Bias' headed by the Principal to prevent sexual harassment of women. At a strategic place in the college, the cell displays a list of members and their contact cell numbers for instant reporting and assistance in case of any eventuality. The female students are also made aware of the need of

immediate contact or reporting the gender related untoward incidences by arranging their seminars and talks.

The Cell engages with all the core issues related to women, including sexual harassment. By conducting programmes on women-specific topics, the Cell sensitizes and educates the college staff and students on how to stop the practice of discriminatory acts and attitudes. The Cell aims at an attitudinal change through dialogue and gender sensitization. The Cell also conducts an outreach programme and personality development initiatives which also leads to sensitivity toward the fair gender. The college believes that, together with Girls Welfare Committee, Student Guardianship Scheme and Anti Ragging Committee, the four cells have been quite effective.

The number of cases referred to the sexual harassment cell has been very few owing to the attitudinal change brought about by the programmes held by the cells named above. However, two cases were referred to the cell and both were solved with severe warning to the perpetrators. The persons concerned asked for apologies to the authorities and also to the women concerned in the presence of the Principal and other senior staff. The matter was allowed to rest there with stern warning that severe and legal punishment will be attracted by the offenders in case of similar repetition.

5.2.10 Does the institution have a grievance redressal cell? If yes, what are its functions? Detail the major grievances redressed during the last two years.

Students' Quality Assurance Cell (SQAC) is setup in the college and one of its main functions is the grievance redressal of students. The provisions for SQAC includes

1. *Provision of suggestion box*
2. *Arrange meetings with students*
3. *Redress Grievances of students, if any*
4. *Give fair listening to students*
5. *Follow-up of suggestions*

Owing to the generally amicable atmosphere that exists in the college, not many cases were referred to this cell. Mostly these cases are about petty squabbles between students. These were solved by the committee members by sitting across with the squabbling students and making both parties see the each others' point of view.

5.2.11 Is there a provision for acquiring computer skills / literacy for all students, in the curriculum? If yes, give details on how it is imparted, and level of proficiency.

Computer skills and software studies form a part of all syllabi. Except BA, the students offering BSc, BCom, BBA, BCCA, BCA disciplines have computer courses in their syllabi and they are trained in the use of computers under these courses. The BSc students have to learn programming in C++ from 1st year to 3rd year and they have practical on that, BCom students have to learn software like Tally and Accounting Packages, etc. BBA, BCCA, BCA all have computer skill oriented syllabi. Apart from these, the college has central computer lab, network resource center and library network center. Any student, including those opted for BA, can learn and practise the basic and advanced computer skills.

5.2.12 What value-added courses are introduced by the institution to develop life skills; career training; community orientation; good citizenship and personality development of students?

Following are the courses introduced by the institution to develop life skills, career training, community orientation, good citizenship and personality development of students. They collectively help to achieve the objectives of value-education:

- The institution is very conscious to develop life skills; career training; community orientation; and personality development of students. He/she should become an ideal citizen of India and contribute in the national development.

- The course 'Philosophy of Rashtrasant Tukadoji Maharaj' was introduced. Rashtrasant Tukadoji Maharaj was a great patriot, philosopher, poet and reformer. His teachings are displayed at prominent places in the campus. His poetry 'Bhajan' competitions are also organized regularly to enlighten the youth with wisdom of life.
- Besides, whatever course the students opt for, it has syllabi components which are oriented to instill life skills. The college forms Student Association in each subject and it works towards instilling leadership skills in students by making them in-charge of various organizational activities.
- Each student is made to deliver a seminar on topics picked up from the syllabus each year. Assignments and projects are also given to the students. These end up improving the presentation skills of the students and also work as inputs to his/her personality development.
- 'Functional English' certificate course is introduced to enhance competency in corporate language and to develop personality to face global challenges.
- 'Fashion Designing' is introduced to develop entrepreneurship skills in women
- In addition to these, there are specific personality development programmes that are held from time to time by the college.
- 'Environmental education' is a part of the students' curricula of every faculty and it is compulsory. This sensitizes a student about the environment and its impact on us.
- Career training is given at the departmental level where the students are subjected to participate in mock interviews, viva voce in practical and thus they are prepared for the job interviews.

Besides these courses, following are routine activities that instill value education:

- At 11.32 am daily in the campus, the common recitation of 'Rashtravandana' composed by Rashtrasant Tukadoji Maharaj by all the

students and staff is introduced for the last four years for value addition among the students.

- Attendance of all during National Programs on Independence Day and Republic Day is made mandatory for the motivation of students towards national integration and good citizenship.
- The Placement Cell invites industry personnel who interact with students regarding what the expectations of the employers are and what to expect in a job interview.
- Other programmes oriented to stress the importance of civil behavior and obedience of civil rules help in making students good citizens.
- The extension work that the college undertakes through NCC, NSS, Women Welfare Cell, Population Education club and such other bodies where students volunteer for social betterment. It imparts community orientation and sensitivity to the different needs and conditions of different segments of the society.

5.2.13 How does the institution ensure safety and security of the students, faculty and the institutional assets?

The institution ensures safety and security in different ways. Broadly, the college has to look into safety of girls, boys, faculty, instruments and infrastructure. Following are the measures:

- The institution believes that upright and moral behavior of staff, especially teaching, their general behavior and interactions are of prime significance. They are continuously observed by students. Their uprightness brings natural check on any untoward activities of students. Hence the staff is instructed to present themselves as a role model to the students.
- The staff while executing their duties acts sternly against any kind of indiscipline in the campus by the students. That solves most of the situations amicably. The staff reports serious matter to the Principal for necessary action. The objective is to talk to the students, to make them

understand where they have erred and diffuse the situation. Intervention by the Principal is rarely required.

- The Principal, two vice principals and Junior College Supervisor follows custom of regular rounds in the campus area during class hours for the general observations that deters the students from any untoward activity.
- Anti Ragging Committee and 'Cell Against Sexual Harassment & Gender Bias' keeps constant vigil on the girls and boys and their peripheral assembly.
- Regular surveillance and monitoring is expected from the security employed. The institution employs a security which has the responsibility of keeping constant watch. Students have to show their identity cards at the entrance of the college to secure entry and to deter outsiders.
- Every student is insured for Rs 10,000/- against death or Rs 5000/- against any accident for an annual premium of Rs 6/- only. In the last five years, 04 students got the benefit.
- The staff has life insurance from LIC.
- All the staff in the college also has Group Insurance.
- There are attendants and security personnel to keep order and to guard the students' vehicles and faculties' vehicles in the parking lot.
- The college has committee for Stock Verification-Furniture & Office Equipments and committee for Stock Verification-Laboratory. These two committees annually conduct stock verification of all departments and submit a report of any loss or damage or irregularity to the Principal.
- Fire extinguishers are installed in laboratory and library
- Lightening protectors are installed.
- The institution has plans afoot to insure its capital assets including the sophisticated instruments against any damage and natural calamity. Apart from this, the security personnel patrol the college campus day and night.

5.3 Student Activities

5.3.1 Does the institution have an Alumni Association? If yes,

- i. List its current Office bearers
- ii. List its activities during the last two years.
- iii. Give details of the top ten alumni occupying prominent positions.
- iv. Give details of the contribution of alumni to the growth and development of the institution.
- v. List of current Office bearers

ALUMNI ASSOCIATION

EXECUTIVE COMMITTEE: 2009-10

1. President	Adv Bhaskarrao Urade
2. Vice-President	Shri Atul Deshkar MLA
3. Secretary	Dr Digambar A Pardhi
4. Member	Prof Ravi Shastrakar
5. Member	Shri Sanjay Kumbhare
6. Member	Shri Bhaskar C Mandve
7. Member	Shri Kishor Bhuttamwar
8. Member	Prof Hitendra Dhote
9. Member	Shri Rajendra Hemke
10. Member	Prof Jayant Kharwade
11. Member	Dr Amir A Dhamani
12. Observer	Prof Satish Tidke
13. Observer	Dr Mohan B Wadekar
14. Patron	Dr N S Kokode, Principal

ii. List of activities during the last two years.

Alumni Association activities during last two years are:

2008-09

1. Annual meeting of the Alumni Association is organized.
2. Some alumni have tremendous interest in sports development in the region. Alumni organized five day hockey training camp on college ground and hunted for sports talent for participation at National Level.
3. Alumni arranged placement guidance, seminars and lectures
4. Alumni conducted two day program for personality enhancement
5. Alumni have supported college by donating Tree-Guards, Water cooler with aqua guard facility, two steel almirahs, executive chairs & books.

2009-10

1. alumnus Shri Umesh Ramdas Korram, of village Gunthara in Bhandara district, who did his graduation in biology from N H College, cleared UPSC in first attempt with rank 723
2. releasing ceremony of history book 'Archeology of Chandrapur-Gadchiroli Districts' written by alumnus Dr A R Borkar, a noted Historian on 26/09/2009, organized by History Study Circle
3. 34 alumni participated in the alumni meet and various subjects like present education scenario, moral values, contribution to society, past and present infrastructure and developments in college were discussed. Some prominent alumni Dr Zakir Sheikh Principal S P College Chandrapur, Dr J M Khobragade Director VNGISS Nagpur, Dr I S Mohurley Coordinator NSS Chandrapur District were felicitated for their achievements.

iii. Details of the top ten alumni occupying prominent positions.

Several of our alumni have distinguished themselves in divergent fields from politics to administration, research and teaching. It has therefore been difficult to pick just 10 names. A judicious mix from various fields gives following few alumni occupying top positions:

- **Atul Deshkar, MLA**, Maharashtra State, 2nd term
- **Dr P D Sahare**, Professor, Department of Physics, Delhi University
- **Dr Arun Banpurkar**, Professor, Department of Physics, Pune University
- **Dr Jayram Khobragade**, Director, Govt Institute of Social Sciences, Nagpur and former Head, Department of Physics, Science College, Nagpur University, Nagpur
- **Dr Sanjay Dhakate, Scientist (B IV)**, NPL, New Delhi
- **Dhanvijay, IPS**, Commissioner, Nagpur
- **Sameer Bajaj, IAS**, Commissioner, Excise, Bombay
- **Rajesh Kamble, IPS**, Commissioner, CID
- **Kishor Kargaonkar, IPS**, Commissioner
- **Dr Sanjay Pradhan, Scientist**, BARC, Mumbai
- **Dr. Ramdas Atram, Principal**, Ismail Yousuf College, Mumbai
- **Suresh Wandile**, Secretary, Literature and Cultural Academy, Maharashtra State
- **Dr N S Kokode, Principal**, N H College, Bramhapuri
- **Dr Zakir Sheikh, Principal**, S P College Chandrapur

iv. *Give details of the contribution of alumni to the growth and development of the institution.*

Our alumni have helped the institution and have contributed to its development in various ways. First and foremost, our alumni have taken a keen interest in the growth and development of the institution. From time to

time they have helped us establish contacts with industry, improve curricula and discipline and to make the society aware of the noble work that this college has done for nearly 50 years.

5.3.2 *How does the institution encourage its students to participate in extra-curricular activities including sports and games? Give details on the achievements of students during the last two years. (Institution level/ inter-collegiate / Inter-University/ Inter-state/ National/ International)*

SPORTS:

Sportsmen are carefully nurtured in the college. Several incentives are given to them.

College has independent grounds for hockey, football, volleyball, basketball, cricket, kho-kho, handball, softball, baseball and kabaddi. There are separate indoor courts for table tennis & Badminton.

Separate area for archery is marked for practice.

Fully equipped spacious gymnasium of the college fulfills the needs of the students & the interested citizens as well. About 150-200 students come to gym regularly for exercise.

Physical Education Study Circle organized training camps and seminars in Yoga, Badminton, Volley Ball, Chess, Carom, Cricket, Athletics and balanced diet along with medical fitness for students.

Incentives to outstanding sportspersons:

Sports Authority of India (SAI):

Taking note of sports talent and skills available in the college, Sports Authority of India (SAI) is selecting regularly many college students for training and sports enhancement.

Sports Authority of India (SAI) has approved and opened its branch at N H High School Bramhapuri. The approved centre offers scholarships of Rs 6000/- per year, full kits, diet expenses and skill development programmes.

The college students selected by the center for Hockey are –

a. **SAI Mumbai** (2008-09):

- Ninad Gade who recently represented in International Hockey at Malaysia (2010-11).

b. **SAI Aurangabad** (2007-08):

- | | |
|---------------------|---------------------|
| 1) Pravin Bhivgade, | 2) Ganesh Patre, |
| 3) Ananta Yerawar, | 4) Pawan Kumbhalwar |

c. **SAI Bramhapuri** (2010-11):

- | | |
|--------------------------|-----------------------|
| 1) Pravin Bhivgade, | 2) Bhushan Khanorkar, |
| 3) Ganesh Katwe, | 4) Vinod Pradhan, |
| 5) Kalpesh Wanjari, | 6) Dhanraj Raut, |
| 7) Vaibhawe Shende, | 8) Anata Yerawar, |
| 9) Roshan Bagmare, | 10) Rahul Deshmukh, |
| 11) Paramvir Khobragade. | |

COLLEGE INCENTIVES:

1. Students are honoured with “College Colour”, track suits, mementoes and certificates for their participation at University level.
2. The highest award in sports “College Shri” is instituted by the college. “College Shri” is annually awarded to the best sportsperson of the year.
3. Students are felicitated by awarding prizes and medals in annual day celebration and on Independence and Republic Day functions.

4. Preference in admission is given to sports talent, scholarship holders of NTSIS Patiala, National Award Winner, State Award Winner, Participant of National Tournament and State Tournaments.
5. Job Placements in Government Services through sports quota is offered.
6. Players are exempted from regular drill, otherwise compulsory for all the students.
7. Diet and Health care is taken. Special diet during camps and matches is provided.
8. Uniform and kits are given free of cost.
9. Sports Equipments can be bought back at 50% of the cost.
10. Intense counseling is used to infuse the winning spirit
11. Gymnasium facility is open to the players and sport-specific training is provided.
12. Regular training on different grounds is a practice adopted by college
13. There is an annual medical checkup and physical efficiency test
14. Students are involved in policy-making for sports in the Sport's Council

The main **achievements** of the college in sports in the last two years have been:

2008-09

1. Five students Ninad Gade BCom I, Mohandas Wahare BSc III, Ganesh Patre BCA I, Pravin Bhivgade BA I, Pavan Kumbhalwar BCA I played at National Level in Hockey from 23rd to 29th Dec'2008 held at Haridwar
2. The students played in RTM Nagpur University team which, after 28 years, won the Inter-University Hockey tournament held at Gwalior. Five college students played in the university team.

3. Priyanka Khaparde BSc I, represented RTM Nagpur University in the Inter-University Korf Ball tournament held at Hyderabad between 09-15 Jan' 2009.
4. The other students selected in RTM Nagpur University Team are Datta Yerawar BCom I for Basketball, Suhas Katkamwar BCom II for Corf Ball, Abhisheikh Kose BCom I for Corf Ball and Rakesh Tulavi BCom I for Athletics
5. 20 students participated in Dhanraj Pillay Hockey Association Camp and 16 students participated in All India Gold Cup, 05 players in All India Nehru Cup
6. Under 17-hockey team won District level and Divisional level Nehru Hockey Nagpur Division Competition and represented Nagpur division in Maharashtra State Neharu Hockey Competition held at Mumbai
7. Basketball, Soft Ball, Hand Ball, School Hockey and Athletics Junior College team won district level tournament and represented at division level
8. Mangesh Ramteke won 400 meter hurdles race, Dhiraj Meshram was second in discus throw and Harshal Bangre was second in 200 meter running at district level tournament organized by district sports officer and Zilla Parishad
9. Trekking camp at Ghodazari, taluka Nagbhid (30 km) was arranged on 01/05/200

2009-10

1. University Colours were conferred on Pravin Bhivgade BA I, Ganesh Katwe BCS I, Nilay Gade BSc III in Hockey, Rahul Bar BSc III in Soft Ball, Darshana Kawale BA I in Archery, Rakesh Tulavi BSc II in Javelin Throw, and four students were selected as reserve

2. District Champions and Divisional Finalist in Hand Ball (boys Jr), Hockey (boys Jr), Hockey (girls Jr), Soft Ball and Athletics
3. Quarter Finalist in State Basket Ball, Satara
4. Runners Up at State Hand Ball, Latur
5. State Hockey Open, Mumbai, 16 players participated
6. Semi-Finalist at National Hockey, Hingoli- 16 players participated
7. Championship at State Hockey Competition, Kamptee and won First prize of Rs 4001/-
8. Commendable performance by girls at Open Soft Ball Tournament, Yeotmal
9. College Shree award was won by Ashish Shivankar

EXTRA-CURRICULAR:

The College encourages students to take part in extra-curricular activities. The institution believes that participation in extra-curricular activities builds leadership qualities and gives chance for expression to hidden talents and skills. Students are asked to take part in all the activities by NSS, NCC, various cells and organizations. The students are pushed to anchor the proceedings. Subject associations are another venue for expression. Students are involved in seminars, projects and short research papers. Participation in research festivals is encouraged. Competitions of essay writing, debate, quiz, general knowledge, etc are routinely organized. The performers are rewarded by the college and extra attention is paid to their development. Academic Excellence Awards are instituted for students exhibiting excellence in University exams.

Incentive marks in the annual examination for participation in extra-curricular activities like NSS NCC are awarded. (As detailed in 3.4.1)

Achievements:

1. **Mehjabeen Haque** BSc I Biology **topped** in university examination for 1st year and *beat all previous records* of RTM Nagpur University by scoring **highest marks ever (92.22%)** at **1st year** examination, incidentally overriding the previous university record held by none other than Principal of our college Dr N S Kokode since 1977.
2. **Arti Kabra** MSc Zoology stood first and won **Gold Medal** of RTM Nagpur University at MSc summer-2008 exam.
3. **Chakradhar Bhurre** of BLib & ISc won **Gold Medal** by scoring **highest marks 82.35 %** in RTM Nagpur University examination summer-2007
4. **“Navlakhe Memorial”** awards 2007-08 were presented to the following students -

Topper in Science faculty in Sr. College – **Rashmi C Shende** BSc III

Topper in Arts/Commerce faculty in Sr. College – **Bhavna Chandekar** BA III

On 5th Sept. 2008 to mark the “Teacher’s Day” **68 ‘Academic Excellence Awards’** of Rs. 501/- each, (Sc UG – 22, Arts UG – 08, Comm UG – 03, PG – 07, sports – 04, NCC – 01, Jr – 20), sponsored by the members of the Management, Teaching and Non teaching staff of the college, were presented to **72** recipients of all the faculties. **Rashmi C Shende** BSc III bagged 08 while **Aniket Wazade** bagged 07 awards individually.
5. **Jyoti Dange** MA II Home Economics stood **Merit Fourth** at RTM Nagpur University examination summer-2008 by scoring 75 % marks
6. **Pournima Karhade** MA II Political Science stood **Merit Sixth** at RTM Nagpur University examination summer-2008.
7. NSS student **Vivek Pardhi** BA III was selected for **Republic Day Parade** at Mumbai

8. **Five projects** were selected to participate in the **Inter-University competition** Research Festival AVISHKAR-2008 held at Sant Gadgebaba University, Amravti. The **five** college students who represented our university and received **University Colour** are **Rani N Tadas** (Ag UG), **Yasmeen Donadkar** (Ag PG), **Vaishali Murkute** (AG Res) **Jitendra Dhote** (Hum PG) , **Madhuri Suple** (Hum Res). They were felicitated and given mementos on Republic Day parade.
9. **Nitin V Raut** was elected Secretary of Students Council for 2008-09 by the class representatives who are toppers in previous qualifying examination
10. **Ku Mayuri Hazare** XI Science II participated in Karmavir Kannamwar Memorial Intercollegiate debate competition held at Karmavir Mahavidyalaya, Mul on 11/01/2009 and was adjudged 2nd
11. **Mayuri Hazare** won 1st prize in dance competition(Katthak) at Republic Day Cultural Program, Nagpur
12. **Purva Deshmukh** BA II was adjudged 1st in V T Nagapure Memorial Intercollegiate patriotic songs singing competition
13. **Purva Deshmukh** BA II was adjudged 2nd in singing competition held at Dr Ambedkar College, Bramhapuri
14. **Jagdish Gurnule** MA I Economics was adjudged 2nd in essay competition held at Dr Ambedkar College, Bramhapuri
15. To expose the hidden talents and skills, for personality development and creation of competitive spirit, many cultural contests like poster presentation, personality contest, painting, quiz contest, salad decoration, flower arrangement, dance, singing, rangoli competitions, essay, debate, sports etc are held for all boys and girls during two day College Festival and all the achievers are recognized, awarded and applauded

16. **Essay Competition** by Population Education Club / Adult Education on "Militancy: A Social Problem", Manju Sapate, Rupali Deshmukh and Yogesh Gurnule were adjudged 1st, 2nd, 3rd respectively
17. Under Officer Rupa Bhupal, NCC Cadet was selected and completed successfully Republic Day Event CATC-II Pune
18. Senior Under Officer Sandeep Meshram, NCC Cadet was selected and completed successfully National Integration camp, Chikhaldara
19. CSM Anil Waghade, NCC Cadet was selected and completed National Level Trekking Camp at Ner Assam successfully
20. Senior Under Officer Sandeep Meshram, NCC Cadet was selected as Best NCC Cadet for 2008-09
21. Senior Under Officer Sushama Sathwane, NCC Cadet was selected as Best NCC Cadet '20 Maha Battalion NCC Nagpur' among girls for 2008-09,
22. Under Officer Ujwala Kamdi was selected as Best NCC Cadet '3 Maha Girls Battalion NCC Nagpur' among girls
23. NCC cadets Senior Under Officer Sandeep Meshram, Senior Under Officer Sushama Sathwane and Under Officer Ujwala Kamdi were selected to lead the NCC parade at Republic Day Parade
24. Five NCC cadets L/CPL **Chandan Pardhi**, L/CPL **Pravin Randive**, CPL **Ashish Kela**, L/CPL **Swapnil Nandanwar**, Cadet **Ankush Kose** and a girl Cadet **Sweta Sonule** were awarded '**Cadet Welfare Scholarships**' of Rs 5000/- each by NCC Directorate Maharashtra State.
25. Cadet **Dnyanada Kokode** and Cadet **Sudeshna Pucchalwar** were awarded "**SAHARA Scholarship**" of Rs 12,000/- each by SAHARA Group, Mumbai for securing highest percentage in groups at HSC Examination 2007
26. **Juber Sayyad** BA I won "College Shree", the award is given during College Day function and it is instituted by college for the best physique.

Every Department of the College has its own students' subject association which organizes several extra-curricular events annually and in doing so promote talents.

5.3.3 How does the institution involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the major publications/ materials brought out by the students during the previous academic session.

The students' societies, formed in every department, go a long way in encouraging and motivating students to express themselves. Wall magazines are an ongoing activity in some of the departments.

The College publishes magazine "MANIK" each year. It gives expression to articles / poems / cartoons / stories written by the college students. The editor and the editorial committee of the college magazine put up notices, scouts and exhorts students to contribute to the magazine.

Deserving dissertations/project work/research work by the students of postgraduate courses are made out into paper lengths and published in the souvenir released on the eve of National seminars/Conferences. If the research work of an undergraduate student merits publication in this journal that too is encouraged. Quite a few papers of the students were published in these journals.

Notice boards are placed near various departments where any student can paste his/her articles or poems for reading by all.

The institution also publishes commemorative souvenirs where the students, alumni and teachers can contribute their articles, thoughts and views.

5.3.4 *Does the institution have a Student Council or any similar body? Give details on its constitution, major activities and funding.*

As per RTM Nagpur University Direction No. 5 of 1996 and Section 40(2) (a) and 40(2) (b) of Maharashtra Universities Act, 1994, the affiliated college has to constitute Students' Council every year on the dates issued by the university, simultaneously in all affiliated colleges. Accordingly, N H College constitutes the Students' Council every year. In 2009-10, as per the constitution, the Students' Council consisted a) 35 Class Representatives b) Principal nominated 04 student representatives (one each for NCC, NSS, Sports and Cultural activities) c) Principal nominated 02 girl representatives d) Teacher in Charge of NCC e) Teacher in Charge of NSS f) Teacher in Charge of Sports g) Principal nominated Senior Teacher and h) The Principal as ex-officio Chairman ie a total of 46 members.

The Students' Council constituted for 2009-10 was:

1. *Chairman of the Council* : Dr N S Kokode, Principal
2. *One Senior Teacher nominated by Principal* : Prof G N Kela
3. *NCC Teacher in Charge* : Major V N Narad
4. *NSS Programme Officer* : Prof D L Khanorkar
5. *Director of Sports and Physical education* : Dr S M Shekokar
6. *class representative(CR) from each class nominated by Principal* : 35 CRs
7. *One student representative from Sports* : Subhash R Pardhi BA III
8. *One student representative from NSS & Adult Education* : A S Wallarwar BA III
9. *One student representative from NCC:* Ku Shilpa A Kamdi BA II
10. *One student representative for Cultural Activities* : vacant

11. *Two girls representatives nominated by Principal* : 1. Ku Rina Bagade BSc III
: 2. Ku Chetna Banpurkar BAIII

In 2010-11, the Students' Council had 39 Class Representatives and a total of 50 members.

Highest scorer, who has cleared all the papers in previous qualifying examination, from each class is nominated by Principal as a class representative. In 2009-10, there were such 35 class representatives. From amongst these class representatives, one student is elected as the Secretary of Students' Council who also represents on university body of students' council.

Some of the functions of Students' Council are to:

- Supervise and co-ordinate co-curricular activities like dance, music, debate, dramatics etc
- Recommend to the Principal allocations for all activities during the year
- Submit an annual report of activities conducted during the year
- Recommend any matter affecting corporate life and general welfare of students
- Recommend to the Principal for settling and redressing grievances of students
- Recommend to the Principal shortcomings/suggestions regarding facilities in library, laboratory, common room, auditorium etc

Students' Council mainly engages itself into voicing the problems of the students and finding solutions to them. Apart from this, the body also helps the institution into organizing various programmes and take part in many cultural events. The council helped in organization 05 National Seminars held in the college last year. The students volunteered and also

participated in all the sessions. The College Annual Day program was organized by the council and worked hard in the smooth and successful conduction of debate, quiz, drama, sports and other cultural competitions. The students also arranged seminars, poster presentation events in the subject associations.

5.3.5 Give details of the various academic and administrative bodies and their activities (academic and administrative), which have student representations on them.

The committees that have student representation are given below.

1. Students' Quality Assurance Cell
2. Students' Council
3. Sports Committee
4. Girls Welfare Committee
5. NSS
6. Women's Study Center
7. Cell Against Sexual Harassment & Gender bias
8. College Day Celebration
9. Subject Associations for various subjects
10. Various sub-committees for College Day Celebration

The student representatives take part in decision making process of respective committees and help in organizing functions. The annual College Day function gives them more freedom to promote their ideas.

5.3.6 Does the institution have a mechanism to seek and use data and feedback from its graduates and from employers, to improve the growth and development of the institution?

The institution believes that a constructive feedback is a tool of progress. On many aspects, the College has established a mechanism to gather feedback from students and other stakeholders; analyze them and initiate corrective measures.

- The College routinely asks the students to give feedback on the performance of their teachers. A format for the feedback exists and is given to the students to fill out before the session is over. On the basis of the feedback, the performance of the teacher is judged on a five point scale.
- Apart from this, students are encouraged to voice their opinion, both negative and positive, about the college and make constructive suggestions. Student Quality Assurance Cell has been established for this purpose. The Principal takes interest in the opinion of the students and quite a few changes have been made as per the students' suggestions.
- While leaving the College, feedback from final year students is obtained on printed formats. They are asked to provide suggestions on improvement of academic standards, performance of teachers, course completion and degree of satisfaction. They are also asked to furnish information on their future plans after leaving the college.
- Alumni provide important feedback during the annual alumni meet and during their informal visits to the college and the departments.

The feedback from all sources are analyzed and studied. The inputs are considered by the Principal who initiates actions. The society members pay attention to and take interest in college progress from all angles. During their visits and discussions with staff, they offer important suggestions and feedback which is noted and actions are adopted accordingly.

5.6 Best Practices in Student Support and Progression

5.6.1 Give details of institutional best practices towards Student Support and Progression?

The Best Practices for student support and progression are:

1. Student Guardianship Scheme
2. Training and Placement cell, which organizes:

Campus of companies at our college or directs students to attend campus being held at other colleges
Personality Development Courses and Functional English Courses for preparing the students in interview techniques and language proficiency enhancement
3. Free coaching for NET/SET/GRE
4. Feedback from students is heeded to
5. Career Counseling Cell
6. Innovative student support for GRE (Senior students who already are abroad come back to India on leave, teach the current batch and prepare them)
7. N H College Employees' Welfare Fund for Students (NHCEWFS) to provide financial help to the poor & needy students in cases of operative type of illness.
8. Earn and Learn Scheme by college
9. Financial aid to the students in the form of personal help by staff, concessions, 12 types of scholarships, freeships, awards, Student Aid Fund, Students Safety Insurance Scheme etc
10. Remedial Coaching to differently abled students and special care and facilities
11. Sports-culture enhancement and facilities

12. Academic and personal counseling
13. Cell against sexual harassment
14. A thriving campus for sports activities
15. A campus that thrives with cultural activities
16. Publication of souvenirs as an incentive to students
17. Involvement of students in multiple committees leading to their empowerment
18. Students' Council for direct participation in management of academic, cultural and sports events

ADDITIONAL PROBES FOR RE-ACCREDITATION

1. ***What were the evaluative observations made under Student Support and Progression in the previous assessment report and how have they been acted upon?***

Suggestions given by the previous NAAC Peer Team

- Coaching facilities be provided for the students preparing for the competitive examinations.
- Drop-out rate be checked.
- Grievance redressal Cell may be activated.
- Alumni Association may be activated.
- Counseling and Placement cell may be strengthened.

Action taken:

- **Coaching facilities:** Coaching facilities are provided free of cost for NET, SLET and Competitive Exams. The faculty has started coaching for NET and SLET to the PG students and pass outs. Personality Development training programs are regularly arranged for final year students. Functional English course is also started for fluency in English. Interview technique workshops are organized. All of these have shown positive results.
- **Drop-out rate:** In the RAR 2004, when the first accreditation process was initiated, the Drop-out rate was over-calculated to 33%, in fact it was much lower. The conscious efforts by college has lowered the dropout rate to less than 5% (3.95 % for PG and 4.99 % for UG) and is much lower than what it was at the time of previous accreditation. In reality, the actual figures will be much lower than the calculated figure because most of the students leave the institution for other higher education or professional courses (BEd, DEd, BE, Poly etc) or service without spelling the reasons for leaving the institution.
- **Grievance Redressal:** Grievance Redressal is active and it has been one of the main functions of 'Student Guardianship Scheme' and 'Student Quality Assurance Cell' which have student representatives. For the staff, LMC, College Council and University Grievances Cell are the bodies where staff can voice their grievances
- **Alumni Association:** The College has Alumni Association, organizes their meets and seeks their guidance and opinions. The alumni have helped the institute in many activities.
- **Placement cell:** The working of the placement cell is now proactive. Overriding the inconvenience to travel long distance in rural area, some of the companies like INFOSYS BPO and DATAMATRIX organized campus at our college. Moreover, the eligible students are sent at institutions in cities where campus by reputed company is scheduled.

2. *What are the other quality sustenance and enhancement measures undertaken by the institution since the previous Assessment and Accreditation with regard to Student Support and Progression?*

Point numbers 1, 2, 3, 4 and 7 in our response to item 5.6.1 describe quality sustenance and enhancement measures that were undertaken by the institution since the previous Assessment and Accreditation with regard to Student Support and Progression.

CRITERION VI: GOVERNANCE AND LEADERSHIP

EVALUATIVE REPORT

6.1 Institutional Vision and Leadership

6.1.1 State the Vision and Mission statement of the institution and give details on how the institution

- a) ensures that the vision and mission of the institution is in tune with the objectives of the Higher Education policies of the Nation?
- b) translates its vision statement into its activities?

In response to this query, we think that a brief narration of background of adoption of our **Vision** and **Mission** will not be out of place:

A great national figure, revolutionary, reformer, activist, great philosopher, national saint, patriot and above all a true Gandhian was Rashtrasant Tukadoji Maharaj (BIRTH- 30/04/1909 DEATH- 11/10/1968). He had traversed the rural India for freedom movement and rejuvenation of rural youth. During the 1942 Independence Struggle, he led the freedom movement for Chimur (close to Bramhapuri) in Chandrapur district and Ashti in Wardha district. He was invited at many international forums. He had battled all his life to reform and educate the masses. His aura was such that, during 1962 Indo-China war, Pundit Jawaharlal Nehru requested him to boost up confidence of and to cheer up the fighting Indian soldiers. He toured the Himalayan borders and helped raise the soldiers' morale to fight on. His thinking and concepts are so rich in philosophical contents and social values that, even now, his literature is widely studied by the researchers. His unparalleled devotion to educate the masses led to the foundation of N H Education Society, Bramhapuri in 1941. He was the first President of N H Education Society, Bramhapuri.

The vision of the founder, Rashtrasant Tukadoji Maharaj has been adopted as the vision of our institution. The vision statement (in Marathi) is:

“ ;kos KkuklkBh] fu?kkos IsoslkBh “

which approximately means:

“Step in for Knowledge, Reach out for Service to Mankind”

His follower and Gandhian, another stalwart Late Madangopalji Bhaiya (Birth- 10/10/1906, Death- 07/05/1982) continued the work with the same ideological heritage from pre-independence era and nurtured the institution from a tiny sibling to a large banyan tree with three schools and this college in this remote backward and tribal area of Vidarbha in Maharashtra (then C P & Berar area attached to Madhya Pradesh). The institution is the Mother Institution that led to advancements in educational environment, industrial and economic growth of this vast, thick and deep forest area which otherwise would have been destined to remain ever underdeveloped.

After the death of Madangopalji, another Gandhian Late Hiralalji Bhaiya (born on 14/11/1927 and recently breathed his last on 04/08/2010) followed in the footsteps of his father. Grown under the influence of thoughts of Rashtrasant Tukadoji Maharaj, he had devoted his life for the welfare of people. He was a great thinker and reformist. Twice he was Member of Maharashtra Legislative Assembly. He guided the institute towards modern technological advances and helped in adoption of new academic spirits and Higher Education policies of the Nation.

Luminaries like Late Adv Ganeshdatta Tiwari; Noted Medical Practitioner Dr A G Saokar; Ideal Teacher Awardee, Educationist and Disciplinarian Late Mahadevrao Banpurkar; Late Bhausahab Ingole and Late H S Bhagadkar (1918–2009) were at the helm of affairs for long periods and guided the institution through its difficult and formative period.

Presently Shri Kisanlalji Bhaiya has donned the mantle as President of this institution. The dynamic personality, social worker and industrialist Shri Ashok Bhaiya is secretary of the society. Other executive members are

stalwarts from the fields of social work, academics, judiciary and industry. They all are striving to put the institution on nation building avenues and making the recent advances available on doorsteps of the rural students.

The **Vision** statement of the College is :

“ ;kos KkuklkBh] fu?kkos IsoslkBh “

“*Step in for Knowledge, Reach out for Service to Mankind*” is the dictum and passion of Nevjabai Hitkarini Education Society and Nevjabai Hitkarini College, Bramhapuri. The institution invites and welcomes all without bias to creed, caste and status for knowledge, information, comprehension, skills and expertise. After acquiring the life skills, the Institution further requests them to reach out to the vast disadvantaged community in distress and offer them a helping hand and thus assist in the nation building process.

For tribal, socially & economically backward classes and without bias to creed, caste and status, the **Mission** of the institute is to:

- Focus on knowledge dissemination without discrimination
- Provide equal opportunity without bias to creed, caste, gender or status
- Instill professionalism, competency and skill
- Indoctrinate critical and analytical judgement
- Inspire commitment to community
- Infuse human values and National Integration
- Reach out for the service of society

Our vision and mission statements find good resonance with the objectives of the higher education policies of the nation. The **vision** statement speaks about education for all classes of the society while the **mission** statement addresses the equity, social responsibility, moral, cultural and aesthetic values – all of these are also the values and objectives of the national higher education policy. The institution exerts for- inculcating social responsibility; moral, cultural and aesthetic values; inculcating commitment to

equity; continuously enhancing the teaching, learning techniques for quality education; and crafting perfect citizens of India.

All the efforts of the institution are directed towards translating its vision into activities. The N H Education Society was established 70 years back and N H College was the first ever college to be established in this region about 50 years back by devoted and dedicated reformers with the sole objective of providing education to all disregarding caste, creed, religious or linguistic bias. N H College has inherited this noble quest and the institution is still guided by those very principles that guided its inception. Since its inception, the visionaries invited and assembled expert teachers from different parts of the country. The faculties came from UP, MP, WB, Khandesh, Pune, Banaras Hindu University, etc and joined the institute in the quest for excellence. It became a multicultural and multi dimensional centre of academic development. The quest for quality and excellence continued and soon the institute was developed into a big centre of higher education in this region. That conferred on it the unique identity as the **Mother Institution**.

The nature of the educational programmes, the excellent administration, emphasis on research, learner-centric teaching methods, use of a variety of teaching-learning methods, absorption of latest available technology in our teaching methodologies, establishing a body that conducts wide-ranging extension and outreach programmes sensitizing the students to the needs of poorer sections of the society and service to mankind, are some of our best practices that lead to translation and materialization of the vision into activities. Further impetus to this translation of the vision statement is given by the excellent library facilities that the College has given to the students, the access to information that has been made available through the internet extensions in the departments as well as the e-library and the central computer lab. N H College has very successfully transformed the exuberance of youth into sports activities and into several extra-curricular activities that have given a meaningful expression to the boundless energy of our students.

The College believes these to be some of the significant ways of translating the vision statement into its activities.

6.1.2 Enumerate the Management's commitment, leadership-role and involvement for effective and efficient transaction of the teaching-learning processes.

The College works under the aegis of N H Education Society, Bramhapuri. N H Education Society is a democratic and participatory body comprising thirteen elected members. Local Managing Committee (LMC) has eleven members including the Principal (ex-officio Secretary), three elected members from teachers, one elected member from non-teaching staff and local experts. The Society pursues a pro-active and progressive policy of serving all the stakeholders with the best of education facilities. It ensures that the institutional practices of teaching and research keep pace with the latest global trends in knowledge and skill acquisition. The Management actively encourages progression of teachers' skills, research-oriented projects, research and student-friendly activities.

The management is committed to value based learning and has been instrumental in creating an environment conducive to participatory learning. The Society and other committees finalize the action agenda through internal discussions amongst the management, the Principal and the staff by holding regular dialogues. There are periodic and regular interactions with the heads of the departments, the teaching and non-teaching staff and with the students. The management executives attend and participate in almost all the College functions and events, guides on several issues and put forward the vision and mission of the institute. Apart from these formal meetings, there are several avenues of informal associations with the staff and the stakeholders through which the management gauges the performance of the College and the effective implementation of the teaching-learning processes.

It is a regular feature of the management to invite celebrities from educational, administrative, social and political fields for talks and for suggestions to improve the teaching-learning processes and also to point out

the shortcomings that the institution may have. Noteworthy among the luminaries who have been invited in the recent past are: **Dr. S. N. Pathan** (Vice-Chancellor, RTM Nagpur University, Nagpur), **Dr. Vedprakash Mishra** (Expert & Member of the Central Advisory Board of Medical Education, Govt. of India), **Dr. G. S. Parasher** (Pro-Vice Chancellor, RTM Nagpur University), **Dr. Kamal Singh** (Eminent Physicist and Vice-Chancellor of SGB Amravati University), **Dr. S. V. Mohril D.Sc.** (HoD PGTD Physics, RTM Nagpur University), **Dr. B. P. CHANDRA D. Sc.** (Ex Vice-Chancellor, Pandit Ravi Shankar Shukla University & Ex Founder Director-General Chhattisgarh Council of Science and Technology(CCOST), Raipur, Chhattisgarh), **Dr. J. A. Sheikh** (alumnus & Principal, Sardar Patel Mahavidyalaya Chandrapur), **Dr. Ramdas Atram** (Principal, Ismail Yousuf College, Mumbai), **Dr. R. J. Andrew** (Scientist & Professor in Zoology, Hislop College, Nagpur), **Prof. S. R. Bajaj** (Ex-Principal, N. H. College, Bramhapuri), **Dr. N. K. Khandelwal** (Ex-HoD Chemistry, N. H. College) and many other erudite figures.

These elite members of the educational field have given several suggestions which the management has considered and some of these suggestions have been put into practice.

6.1.3 How does the management and the Head of the institution ensure that responsibilities are defined and communicated to the staff of the institution?

The Management and the Principal have a well-defined policy for the smooth and efficient functioning of the institution.

The management communicates plans & policies to the Principal who takes on the mantle to implement them. The Principal interacts with the managing body in LMC as Ex-Officio Secretary.

At the end of each academic session, the College holds a College Council general meeting to define and delineate various activities of the College for the forthcoming session. Though not included in the College Council Constitution (by its constitution, it is meant for senior college teachers

only), the entire teaching staff of senior college, Junior College and MCVC and the administrative staff are collectively invited to the College Council meeting. The Principal is its Ex-Officio Chairman. He spells out policies and plans for the next academic year. In this meeting, in a participatory manner, the staff decides upon the formation of various committees/ portfolios for different tasks, their objectives and constitution. The task of each committee is defined and explained. Similarly, an academic plan for the next entire session is chalked out and responsibilities are allocated to the different committees. The College then conveys officially to each member of the staff the composition of these committees -called portfolio distribution- and the duties that each committee has to undertake.

The Principal convenes regular meetings with the staff to assess the progress. If need is felt or any new matter crops up, urgent meets are arranged.

The formation of committees and allocation of responsibilities is followed by periodic meetings and informal consultations between the heads of departments and the Principal, between the non-teaching staff and the Principal, between the different committees and the Principal and between the management, the heads of the departments and staff members.

These meetings ensure effective communication of the responsibilities and also monitoring of the effort. The management members also guide the committee members. The meetings are very conducive for better and fruitful communication of responsibilities.

6.1.4 How does the Management/Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the management, to review the activities of the institution?

The N H Education Society is a democratic and inclusive body. Local Managing Committee (LMC) of the College has adequate representation of teachers (03) and administrative staff (01) who provide all the necessary

inputs vis-à-vis the needs and demands of teachers, staff and students as well as the activities of the departments and various committees. The LMC meets twice a year (sometimes more) to take stock of the various activities. Issues, problems and progress are detailed and discussed in the LMC meetings and adequate steps are taken to resolve them.

The Principal regularly organizes meetings of the Heads of the Departments and Directors of the PG Courses as well as conveners of different activities, committees and cells to monitor the progress made, the problems faced and the needs felt by each section of the College.

Meetings with the SQAC are held periodically to assess the needs of the students and to get their feedback.

The meeting with IQAC is held regularly to review the performance.

These regular meetings enable the Principal to prepare a detailed narrative and enumerative report encompassing all the activities from all the facets of the institution. The Principal reports to the management. The management too, as pointed out earlier, regularly meets the staff and the students to review the activities of the institution and thus also gets some direct feedback.

6.1.5 How does the management encourage and support involvement of the staff for improvement of the effectiveness and efficiency of the institutional processes?

The Local Managing Committee is the main decision making body to look after the College affairs. As pointed out earlier, the eleven member LMC has three elected members from teachers and one elected member from non-teaching staff along with the Principal as Ex-Officio Secretary. The four elected members from among the staff have a term of five years. Thus, the

institutional practices are formulated and governed with the support and involvement of the teachers and the administrative staff. The Management pursues its administrative policy with the primary aim of enhancing the quality of teaching and improving the standards of the College. The Management holds meeting of the staff and discuss important issues.

The Management and the Principal have made a regular practice to issue letters of commendations and to present memento to those members of the staff who have done exemplary service. Each year, the achievements of the staff members are recognized and lauded in the College Council Meeting by a mention of their efforts and the presentation of bouquets and memento to them. Likewise, several prizes are given to the students on the Independence Day, the Republic Day and the Teachers Day for excelling in various curricular and extra-curricular activities.

But perhaps the management's most effective step is its belief that when the institutional members are also its decision makers, the institutional processes are always executed more competently because of their feeling of association and hence the management allows involvement of the staff, students and other stakeholders in the decision-making process.

Besides, the management executives maintain good and cordial relations with the staff. Mutual participation in each other's family events is encouraged. This helps in direct interactions, feedback and effective implementation of programmes.

6.1.6 Describe the leadership role of the Head of the institution, in governance and management of the institution.

As a top planner and performer, the Principal Dr N S Kokode leads from the front. The Principal is the leader of the institution who facilitates all the academic and administrative activities of the College. The Principal ensures that all the norms of RTM Nagpur University and the guiding principles of the College Management are duly followed. All matters related to

fulfilling the mission of the institution are discovered and dreamed together with the staff, students and other stakeholders of the College. The Principal follows a participatory approach and designs the course of action involving all the stakeholders to achieve the desired goal.

The Principal is the role model. He serves as a bridge between RTM Nagpur University and Nevjabai Hitkarini Education Society. He puts in maximum efforts to fulfill the mission of the institution. The College has progressed leaps and bounds in the last five years under the leadership of our principal Dr. N. S. Kokode. He himself is erudite, learned and highly educated personality having been bestowed with many awards and recognitions. He represented actively on numerous Universities, academic and social bodies. He has exhibited the versatile approach. For his outstanding and stupendous contribution in academic and social fields “Best Principal Award” was conferred on him by RTM Nagpur University Nagpur on 04/08/2010. His innovative approach in academic and administrative fields was duly recognized by the University. He also proved the motivating guide for Ph.D. students. He guides all the students and the staff to overcome their roadblocks in pursuit of excellence

6.2 Organizational Arrangements

6.2.1 Give the organizational structure and details of the academic and administrative bodies of the institution. Give details of the meetings held, and the decisions taken by these bodies, regarding finance, infrastructure, faculty recruitment, performance evaluation of teaching and non-teaching staff, research and extension activities, linkages and examinations held during the last two years.

The main administrative bodies of the institution, in that order, are:

- N H Education Society, Bramhapuri
- Local Managing Committee
- The Principal

N H Education Society is a 13 member committee. Presently, the society has 12 members. 01 seat is vacant due to recent sad demise of its Immediate Past President Shri Hiralalji Bhaiya. The society meets at least twice a year and takes decisions regarding performance and other college affairs. Following are details of the society constitution and meetings held in recent past.

1. N H EDUCATION SOCIETY, BRAMHAPURI

EXECUTIVE BODY (from 07/01/2010)

- Founder President : Bramhalin Rashtrasant Tukdoji Maharaj
 Founder : Karmyogi Bramhalin Madangopalji Bhaiya
 Immediate Past President : Late Hiralalji Bhaiya, Ex-MLA
1. **Shri Kisanlalji Bhaiya** : President
 2. **Adv Prakashji H. Bhaiya** : Vice-President
 3. **Shri Ashokji Bhaiya** : Secretary
 4. **Adv B. R. Urade** : Joint Secretary
 5. **Shri R. N. Karhade** : Treasurer
 6. **Dr A. G. Saokar** : Member
 7. **Smt Snehalatabai Bhaiya**: Member
 8. **Prof S. R. Bajaj** : Member
 9. **Shri S. A. Kshirsagar** : Member
 10. **Shri G. R. Zanwar** : Member
 11. **Shri Atul M. Bhaiya** : Member
 12. **Prof G. N. Kela** : Member

N H EDUCATION SOCIETY, BRAMHAPURI

RESOLUTIONS of MEETINGS in last TWO YEARS: 2008-09 and 2009-10

Minutes Related to welfare of College, Teachers, non-teaching staff and students

S/ N	DATE of Meeting	MINUTE / Reso. NO	MINUTES/ DECISION TAKEN	REF PAGE NO
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1	28/03/2008	2	Lien to Prof R S Meshram 8/10/2008 to 7/10/2010 to join Institute of Science	74
2		4	Society Budget for 2008-09	
3		5	Budget for PG Courses	
4		6	Lien to Dr A A Dhamani 1/4/08 to 31/3/10 to join Sarvodaya College as Principal	75
9	19/06/2008	2	Review of Results, Administration of different faculties of 4 institutions including N H College	77
10		3	To invite quotations for printing and purchase of Prospectus	77
11		4	To start new college in Arts & Commerce exclusively for women, there is no such college for women in this area.	78
19	28/01/2009	2	To purchase land adjoining the society land bearing Gat No 666/1, 0.98 R(aar)	79
20		3	Approval to financial Budget of PG building	79
21		4	Approval to loan from SBI of 30 lac for PG building	80
22		7	Approval to appoint Architecture for PG building	80
23		8	To start CBSC pattern school	81
26	28/03/2009	2	Society Budget for 2009-10	82
27		3	Society Budget for 2009-10 for all Institutions	82
28		4	Audit Report of society 2007-08: approval, and Audit Report of PG courses 2007-08 :approval	83
30		5	Sanction to medical disbursement worth Rs 48451 to Aruna Jagnade, Head Mistress, N H girls High School for the period 09/09/08 to 18/09/2008	83
31	24/04/2009	2	Appointment of Headmistress N H Girls High School Mrs K K Bhaik from 01/05/2009	84
32		3	Appointment of Asst Headmater N H High School D M Tandale from 01/05/2009	85
35	15/10/2009	2	Election of Executive Members to Society, program was declared, Election officer appointed	86
36	25/11/2009	2	Appointment of Asst Headmater N H High School	89

37	31/12/2009	1	Emergent Meeting – To suspend Y N Meshram due to police arrest for more than 24 hours	92
38	30/03/2010	2	Approval for Society Budget for 2010-11	94
39		3	Society Budget for 2010-11 for all Institutions	94
40		4	Appointment of V N Narad as Vice Principal for Junior College,	95
41		5	Financial assistance to meet contingencies on account of non-receipt of non-salary grants to the schools- NH High School 2 lac, N H Girls High School 2.80 Lac, N H High School, Navegaon Pandav 1.05 lac, N H Higher Secondary School 0.04 Lac	95
42		6	Construction of bore well in the premises of N H High School, Navegaon Pandav	96
43		28/05/2010	3	To constitute Purchase Committee for PG and UG, members Shri A K Bhaiya (Chairman), Adv B R Urade, Prof S R Bajaj, the Principal, the Superintendent and Head of concerned department

2. LOCAL MANAGING COMMITTEE

The Local Managing Committee (LMC) is 11 member body - 1) President of Society as *Ex-officio Chairman*, 2) The Secretary of the Society as *Ex-officio member*, 3) One Representative from Management, 4) 03 *local members* nominated by the Management, 5) 03 Teacher *Elected* Representatives, 6) 01 Non-Teaching staff *Elected* Representative and 7) The Principal as *ex-officio secretary*. Thus the LMC has representation from the executive body of society, local members, teaching and administrative staff of the College. Following are details of constituent body of LMC and some minutes of its meetings held in the last two years.

LOCAL MANAGING COMMITTEE - EXECUTIVE BODY

(FROM 07/01/2010)

1. Shri Kisanlalji Bhaiya : Chairman (*President of the Society*)
2. Shri Ashokji Bhaiya : Member (*Secretary of the Society*)
3. Adv Prakashji H. Bhaiya : Member (*Local Representative nominated by Management*)
4. Adv B. R. Urade : Member (*Local Representative nominated by Management*)
5. Smt Snehalatabai Bhaiya: Member (*Local Representative nominated by Management*)
6. Prof S. R. Bajaj : Member (*Representative of Management*)
7. Prof S. V. Bannore : Member (*Elected Representative of Teachers*)
8. Prof Dr D. A. Pardhi : Member (*Elected Representative of Teachers*)
9. Prof Dr Mohan Wadekar : Member (*Elected Representative of Teachers*)
10. Shri D. L. Dhore : Member (*Elected Representative of Non-Teaching Staff*)
11. Dr N. S. Kokode : Ex-Officio Secretary
(*Principal of the College*)

LMC - RESOLUTIONS of MEETINGS in last TWO YEARS: 2008-09 and 2009-10

Minutes Related to welfare of College, Teachers, Non-teaching Staff and Students

S/N	DATE of LMC Meeting	MINUTE /Reso No	MINUTES/ DECISION TAKEN	REF PAGE NO
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1	14/02/2008	2	Budget was passed for 08-09, unanimously passed	175
2		6	Decision to fill up vacant posts of 1.Senior Clerk 1 post, 2. Junior Clerk 1 post, unanimously passed	179
3		7D,any other	Decision to introduce computerized Account System, to purchase software, unanimously passed	180
4		7 E	Extension to the teachers on Contract Basis and to advertise to fill up vacant regular posts	180
5	26/07/2008	2	Approval of Audited Statement for 07-08	184
6		3	Approval to appoint Contributory Teachers 08-09 for UG & PG	184
7		4	Approval to teachers appointed in Senior College Shri B Damkondwar in Sciology, approved wef 01/07/08	184
8		5(3)	Confirmation of Services of Shri M R Kapgate, lecturer in History	186
9	24/02/2009	2	Approval of Budget of Senior College for 2009-10	189
10		3	Approval to release Stagnant Increment of Teachers-1. H K Fafat, 2. M S Bajaj, 3. S J Tidke	190
11		4	Approval to teachers in S A Khobragade, lecturer in Senior College Electronics on contract basis	190
12		5	Approval to Contributory Teachers 08-09 for UG & PG	191
13	Contd.. 24/02/2009	6	Appointment of Junior Clerk by Promotion 1. S A Made, class IV employee was promoted as Junior Clerk wef 02/03/09	192
14		7	Approval to fill up vacant posts of teaching (02) and non-teaching staff (12) regular posts	192

15		8	Services of lecturers on contract basis Y N Meshram (English) and Ku A B Jagne (Zoology) were continued from 15/01/09 and 23/01/09 respectively as per status co order by Hon'ble University and College Tribunal dated 13/01/09 against appeal no N-1/2009 and N-2/2009	193
16		9(1)	Applications of P F Gaigawali and D S Wadhai to change category of appointment from Open to SC were sympathetically considered and it was resolved to refer the cases to Special backward Cell for approval	193
17		9(2)	Application of R K Dange for promotion as Lab Assistant, were sympathetically considered and it was resolved to refer the case to Special backward Cell for NOC	193
18	09/06/2009	1	Emergent Meeting – The applications of Y N Meshram, Ku A B Jagne and S A Khobragade, lecturers on contract basis, were forwarded to University for appointment on regular basis as they have completed M.Phil. during their service, as per UGC notification F.No-1-1/2002 dated 14/02/06 and University notification no cs/314/c/893 dated 21/03/09	195
19	24/07/2009	2	Approval of Audited Statement of Accounts for 08-09	200
20		3	Approval to appoint contributory teachers for session 09-10 UG & PG	200
21		5	It was resolved to start new course M.Lib. from the session 09-10 which is sanctioned to the college by Govt of Maharashtra	201
22	Contd.. 24/07/2009	7	Approval to fill up the posts of Teaching and Non-teaching staff for session 09-10, 07	202

			teachers and 03 Non-teaching staff	
23		8	The IQAR for 2006-07, 07-08 & 08-09 submitted by IQAC to NAAC Bangalore were approved and the work of Prof Satish Tidke, Coordinator IQAC and his Team was highly appreciated by LMC	202
24		9	Services of three lecturers Ku. V V Chandanshive, B L Lengure, S J Chaudhary and two non-teaching employees S T Raut (Library Clerk), K J Ninawe (library Attendent) were confirmed.	203
25		10(2)	It was resolved to appoint non-teaching staff on remuneration basis for the courses run on no-grant basis	203
26		1	It was resolved to release Stagnant Increment of Teachers -1. V N Mahajan, 2. G N Kela, 3. Dr P S Hemne wef 01/07/09	207
27	26/11/2009	2	It was resolved to implement the scheme of VI th Pay Commission to teaching and non-teaching staff	208
28		3	It was resolved to accept the University letter and the 'contract basis' approval was considered as 'permanent basis' from 21/08/09 of Y N Meshram and A B Jagne and from 27/11/2009 of B S Gedam	209
29	30/12/2009	2	It was unanimously resolved to forward the matter to the Society regarding the arrest of Y N Meshram in connection with non-bailable offence as reported by police, for necessary action	212
30		3	It was resolved to confirm the services of six non-teaching staff - two Junior Clerks R H	213

			Chamlate and P S Meshram, two lab assistants A V Meshram and J V Mahajan and two library attendants J P Nagpure and V V Bhagadkar	
31	19/03/2010	2	Approval to the budget for 2010-11	215
32		3	Approval to fill up the Nine vacant post of teaching staff on or before 31/05/2010	216
33		4	It was resolved to forward to the University the application of M R Kapgate, lecturer in History to regularize his services of contract basis from date of appointment	217
34		5	It was resolved to approve the appointment of contributory teachers 31 at UG level and 58 for PG level, 09 for junior college	217
35	30/07/2010*	2	Approval to the audited statements of accounts for 2009-10	
36		3	Permission to appoint contributory teachers for the session 10-11 on UG level	
37		4	Promotion of Senior Clerk as Head clerk	
38		5	Promotion of Junior Clerk / Library Clerk to Senior Clerk	
39		6	Decision of High Court, Nagpur Bench of Bombay High Court in case of A Khajgiwale, R L Ade	
40		7	Information about the case filed by S A Khobragade in University and College Tribunal	
41		8	Approval to the appointment of teachers for the session 2010-11	

6.2.2 *To what extent is the administration decentralized? How does the institution collaborate with different sections/departments and personnel of the institution to improve the quality of its educational provisions?*

Following is the College administrative hierarchy:

N H EDUCATION SOCIETY, Bramhapuri		
➤ SECRETARY of SOCIETY		
➤ LOCAL MANAGING COMMITTEE of N H COLLEGE		
➤ PRINCIPAL		
➤ Vice Principal (Science Faculty)	➤ Vice Principal (Arts & Commerce Faculty)	Administrative Staff
➤ Department Head, PG Director, Director Physical Education, Librarian		➤ College Superintendent
➤ Lecturers/ Teaching Staff		➤ Head Clerk
➤ Laboratory Staff, Library Staff		➤ Junior Clerks
➤ Class IV Staff		

As mentioned earlier, N H College believes in participatory learning. The College performs its day-to-day administration with a stream-lined mechanism of internal division of work and inter-departmental coordination. There is a perfect coordination among the various departments for the smooth administration. While the final decision-taking authority regarding the policy matters is vested with the Management and the Principal, action plans are formulated with the active participation of administrative and teaching personnel. Inputs and ideas are shared, methodized and implemented as a result of regular meetings of the Principal, the Secretary of Society, Heads of the departments, Directors of PG courses, conveners of different activities, committees and cells, other members of the staff and stakeholders.

The Principal informs the staff about formulated action plans. The staff, in turn, discusses and plans to execute them. The staff forwards the requirements if any for their execution. A detailed report on successful execution and outcome of every activity is prepared and submitted at the end of every year.

There is further decentralization of college administration. The responsibilities are delegated by constituting committees and officers-in-charge for the ensuing session in the College Council meeting held at the end of every academic session. All the staff discusses activities and responsibilities. This year 2010-11, the Principal has finalized 45 committees for various administrative parts like admissions, stock verification, service book maintenances, extension services, student welfare schemes, women's empowerment etc and also there are 14 officers-in-charge of various units like NCC, NSS etc. The committees have representations from the teachers, non-teaching staff and students. The committees take decisions about successful implementation of assigned responsibilities and report to the Principal for his consent.

6.2.3 *Does the institution have effective internal coordination and monitoring mechanisms? If yes, specify.*

The institution has effective internal coordination and monitoring mechanisms.

The College has set up an **Internal Quality Assurance Cell (IQAC)** to initiate quality enhancement and monitor academic and all-round development of the College in the post-NAAC scenario. Similarly, the college initiated the formation of **Students Quality Assurance Cell** to involve students into voicing their opinions and thus involve them in the decision making processes. Besides, the College has an effective mechanism to facilitate and optimize the administrative and academic efficiency of its various agencies.

The College has **two Vice-Principals**, one for science and the other for Arts & Commerce faculties, to assist the Principal in general administration and decision making process in the ever growing institutional extensions in all the fields. The institution also has a **fulltime Coordinator for PG and Un-Aided programs**. In the administrative hierarchy, after the Principal and Vice-Principal, follows the departmental heads, PG directors,

teaching staff and non-teaching staff. Role of each post is well defined and well understood.

The responsibilities of various activities are distributed to the senior and junior staff by forming **portfolios** and defining their area of work. There are specific purpose 45 portfolios/committees and 14 officers-in-charge of activity cells. The committee chairmen are responsible for streamlining and coordinating all such internal processes that are necessary to facilitate successful management of the college resources.

The monitoring mechanisms are numerous.

- Periodic meetings of the various bodies with the Principal and the management
- feedback received from the students
- informal talks with various stakeholders and among the staff and the management
- suggestion boxes placed at selected locations
- personal interviews with experts
- feedback from alumni, parents and other stakeholders
- confidential reports on staff (format *Annexure- XX*)
- purchase committee report
- LMC meetings to monitor all the college activities

All these serve as effective monitoring mechanisms.

6.2.4 Does the institution have a Grievance Redressal Cell for its employees? If yes, what are its functions? List the number of grievances redressed during the last two years.

The office of Principal is the Grievance Redressal Cell for the employees in the College. The Principal addresses all the complaints in his capacity.

For redressal of any of their grievances, the employees approach the Principal or LMC or Management in that order. Their grievances are addressed.

There are still higher platforms for employees to put up their grievances. The higher bodies in the University for Grievances of teaching and non-teaching staff are: 1) University Grievance Redressal Cell and 2) The Tribunal. The University Tribunal is headed by a Retired High Court Judge.

The College administration is open. It is democratic and participative. The Management, the Principal, the teaching staff and the administrative staff are open-minded. Welfare of the staff and students is primary. All the norms and regulations, promulgated by the Central and State Government and also by the University regarding welfare of the staff and the students, are strictly adhered to. Benefits due for any of the staff, after verification, are immediately recommended to the concerned authorities and are awarded on approval. Moreover, the College atmosphere is charged with the thoughts and the ideals of founder visionaries and philanthropists. Therefore there is hardly any complaint from the employees. The employees are highly dedicated to the College. They observe great restraint and work whole heartedly for the betterment of the College. If at all any grievance is reported it is sorted out amicably.

Almost all the decision-making and implementation processes of our institution are participatory. Similarly, the College tries to resolve conflicts and grievances, as and when they arise, in a participatory manner. It has been our experience that most grievances and conflicts can be nudged away with gentle talks and invocation of fellow feelings.

The grievances that cannot be resolved in this manner are formally resolved in LMC or addressed to competent university forum and a record is kept.

The College also believes that grievances are not necessarily negative. Often they have led to positive changes in the institution. For example, grievances of the staff and the students led us to reconsider the security angle and initiate the tightening of security measures. Grievances of the staff members made us create better parking arrangements for their vehicles as well as provision of security in the parking lot. On demand, television sets and computers were installed in the staff room for the faculties. Similarly, an expression of inconvenience by the staff led to the installation of intercom system connecting various departments and the office. There are numerous such examples where collective grievances of the employees and stakeholders of the College have led to structural improvements. In general the grievances are positive in nature and help in the improvements.

6.2.5 How many times does the management meet the staff in an academic year? What are the major issues discussed during the last meeting?

There are several meetings between the management and the staff in each academic year.

The staff council meeting at the end of every academic year is a regular feature. In the meeting several members of the management are present. Facilitating different activities of the College and portfolio committees are discussed. The achiever staff is felicitated at the hands of the Management and The Principal for their academic achievements and recognitions.

The academic session commences with periodic meetings between the heads of the departments and the Principal (every two months on an average), between the non-teaching staff and the Principal (every month), between the different committees and the Principal (every two months on an average) and between the management and the heads of the departments and staff members (once every two to three months).

Besides, there is regular exchange of ideas when the Management Executives attend the college events. The staff is encouraged to express their viewpoints freely. The Secretary of the Society regularly visits and spends a few hours in the college and with the staff (almost thrice a week). The President is a frequent visitor, almost weekly. The President and the Secretary enquire into various developmental aspects and also visit departments to assess ongoing activities.

In the meetings between the staff and the management in 2009 and then in 2010, some of the issues discussed were:

- Initiation of reaccreditation process
- Enhancement of research activities and need of sophistication
- Laboratories space expansion
- Submission of research projects to various funding agencies
- Remedial education
- Working towards setting up formal NET/SLET coaching classes
- Improving working of the counseling centre
- Innovative development programmes that can be implemented
- Progress in building construction activities

6.2.6 Is there a Cell to prevent sexual harassment of women staff? How effective is the functioning of the Cell?

The College has 'Cell against Sexual Harassment & Gender Bias'-a cell to prevent sexual harassment of women. The Principal is the chairman of the cell. The committee constituting the cell is Principal Dr N S Kokode as a Chairman and five women staff as members - Prof. Arti Samarth, HoD, Home

Economics; Dr Rekha Meshram, HoD, Commerce; Prof. Varsha Chandanshive, HoD, Political Science; Smt. S. A. Thakre, College I/C Superintendent and Smt. D. S. Wadhai. The Cell engages with all the core issues related to women, including sexual harassment of woman staff. The Cell follows practice of educating the staff and students to end discriminatory attitudes. The suggestions from female staff are duly honoured. The fair sex is given proportionate representation on various college committees.

In addition to this cell, the College also has 'Girls Welfare Committee' and 'Anti Ragging Committee'. By conducting programmes on women-specific topics, the Cell sensitizes and educates the staff and students on how to stop the practice of discriminatory acts and attitudes. The cells together aim an attitudinal change through dialogue and gender sensitization. The 'Girls Welfare Committee' conducts outreach programmes and personality development initiatives. It leads to sensitivity toward the fair gender. The College believes that together these cells have been quite effective. On their suggestion that the proximity of girls' common room to the main entrance and staff room causes some discomfort to girls, the girls common room is shifted to a new location with enhanced facilities.

6.3 Strategy Development and Deployment

6.3.1 *Describe the procedure of developing the perspective institutional plan. How are the Teachers, Students and Administrators involved in the planning process?*

The institutional development perspectives are divided into four parts.

- Academic
- Administrative

- Infrastructure
- Extension activities

Academic perspectives:

- The academic plan includes knowledge content, teaching, evaluation and feedback. The college implements the curricula prescribed by RTM Nagpur University. Our faculties are working as members on various Board of Studies and academic bodies of the university. Some faculties also have representation on national and state academic enhancement organizations like Knowledge Commission, Secondary Education State Board, Pune, etc. They are well versed with academic and technological changes and are in tune with national education policy. They are involved in process of upgrading syllabi.
- The teachers, as members of various Boards of Studies, play a major role in the syllabi upgrade, design and modification of contents to meet the stringent standards of industry, research and global trends. They plan the syllabi as per the industry needs and global requirements.
- The institution tunes up to the changing environments. The college faculties employ new teaching methods to enhance student learning process.
- The library system is also completely automated and restructured.
- The academic involvement of students is boosted up.
- Research activities are accelerated.
- New relevant professional programmes like BBA, BCA, BCCA are initiated on demand from stakeholders.

Administrative perspectives:

- The administrative perspective plan is chalked out in consultation with the administrative and finance personnel and the staff of the college. It needs to be emphasized that the exercise to develop the institutional perspective

plan is again a participative exercise that stokes the feeling of inclusion among the staff members and the students.

- Efforts are taken to involve each staff member in the administrative process. In the meetings the staff is asked to spell out the difficulties and required alterations. Corrective measures are adopted by management.

For example, to tune up with changing needs and faster data process, the office system is completely computerized, LAN is installed, staff is trained, access methods are changed and office atmosphere is modernized.

Infrastructure perspectives:

- The infrastructure, the annual budget outlay, expenditure heads, incremental expenses etc, are chalked out through consultations between the Principal, the Management, the department heads, the PG programme directors and conveners of different activities, committees and cells.
- The perceived and felt needs of the departments and the various committees are discussed in the meetings and the final budgetary allocation is made on the basis of available finances and the needs.
- The needs and suggestions of the students are also taken into account and the budgetary provisions do include their demands and needs.
- LMC is the final authority in these matters.
- At the commencement of each academic year, head of every department is asked to prepare a perspective action plan and list the requirements in consultation with departmental staff. The Principal along with IQAC coordinator personally visits every department for on the spot assessment, talks with the staff and looks into feasibility of the plans and requirements.
- Through consultations and proper study the Management, department heads and committees chairmen evolve prospective plan for infrastructure, annual budget, expenditure heads etc. In the last few years,

this has led to vast extension of built up space, extension of library, growth of audio-visual aids, new instruments, extension of hostel for boys and construction of hostel for girls, etc.

Extension activities perspectives:

- The extension activities are carried out through NCC, NSS, Women Study Center, Population Club, Subject Associations and sports department. The activities are planned by each unit independently in the very beginning of the academic session and budgetary provisions are finalized.
- The activities such as blood donation camp, medical checkup, cleanliness drive, environment awareness, eradication of superstition, sex education, adult education etc are planned by different extension units of college.
- A village for NSS camp is identified on the basis of inputs from stakeholders and regional data analysis. In the adopted village, there is paucity of basic facilities. Hence, to lessen their hardships, feasibility study of construction of approach roads, improvements in sanitary conditions, building of bridges and organization of awareness/ educational/ medical programs is finalized.
- All the staff and students are involved in the extension activities.

6.3.2 How are the objectives communicated and deployed to all levels, to ensure individual employee's contribution for the institutional development?

The basics, adopted by the institution, include involvement of all the staff in the decision making process and successful completion of all the programmes and activities. The objectives of each event are clearly spelled out. The performer staff receives kudos and recognitions from the college. This helps in the institutional development.

- The broad framework related to administrative and academic policies is discussed and debated with the teaching and administrative staff in the

annual College Council meeting. The specific details of each plan with regard to strategy and implementation are evolved through the agency of various committees and sub committees.

- Periodic meetings of the principal with the staff are held to review the progress of each systemic decision. Throughout this process, the ideas and suggestions of the individual employee are credited and those that are found suitable are incorporated in the chain of implementation.
- In any event, larger or smaller, there is work distribution among the staff by forming sub-portfolios. The objectives are communicated and their complete contribution is sought.
- The individual staff also contributes in the development of the college by way of sincere work, feedback on improvements and personal help to many students in need.
- Also by way of writing of books, articles and other publications; offering consultancy services; working as resource persons; and providing guidance; the staff spreads the reputation of institution.

6.3.3 List the different committees constituted for the management of different institutional activities? Give details of the meetings held and the decisions taken, regarding academic management, finance, infrastructure, faculty, research, extension and linkages, and examinations held during the last two years.

1. The **N H Education Society** meets three times in a year. In the last two years it has met six times and it has recreated the vision that guides this institution. To put the major decisions taken by the Society in a point-wise manner, the following major decisions were taken.

- The members of society commiserated with different departments and took decisions about infrastructure development in consonance with their needs.
 - A major exercise during these meetings was Gap Analysis of what the needs are and what is available on the ground.
 - Major decisions were taken resulting in the overhaul of the entire administrative and finance system, an exercise that has continued over the last four years.
 - A decision was taken to construct a hostel for girls and an application to be sent to the UGC for grants for the purpose.
 - The Society also took a decision to felicitate several of its alumni who have reached high points in their careers in various fields. This responsibility was taken up by the Alumni Association of the College.
 - The Society vetted the decision of the college faculty to start a publication cell and gave its nod with assurance of financial support for the endeavor.
 - Several decisions of The Society centered on promoting research in the campus.
2. **LMC** meeting minutes: Kindly refer to our response to item 6.2.1 for the **LMC** meeting minutes and dates.
 3. **Portfolio Distribution:** To assist the Principal in general administration and to complete the proposed activities, the college has 45 committees and 14 officers-in-charge, solely involving the staff and students. Of them, 23 are student welfare related, 11 academic and research related, 18 administrative and 02 value education related. They look into college organizational setup and various programmes. At the time of organization of any big event, another event specific sub-portfolio distribution is prepared. The college annual portfolio distribution for 2010-11 is given below:

N H COLLEGE, BRAMHAPURI
PORTFOLIOS DISTRIBUTION: 2010-11

	COMMITTEE	CHAIRMAN	MEMBERS
1	Academic Excellence Awards	Dr. D. H. Gahane	Dr R. K. Dange, B. L. Lengure, Ku V V Chandanshive V. N. Narad, A. V. Bokare, R. K. Karambe
2	Admissions - Junior College	A. H. Kodape	D. J. Sidam, S. B. Karambe, Dr. M. K. Deshmukh S. H. Gahane, S. R. Puchalwar
3	Admissions - Senior College	Dr. D. A. Pardhi	Dr D. H. Gahane, Dr M. B. Wadekar, Dr Ku R B Meshram R. S. Meshram, B. L. Lengure, M. A. Sheikh
4	Alumni Association	Dr. M. B. Wadekar	B L Lengure, A H Kodape, K S Bhuttamwar B. C. Mandve
5	Anti Ragging Committee	S. J. Tidke	V N Narad, Dr A A Dhamani, Smt A B Samarth, D L Khanorkar
6	Attendance Verification Jr College	A. H. Kodape	S. H. Gahane, K. K. Sonule, S. B. Lambe
7	Avishkar 2010-11	Dr. A. A. Dhamani	Dr D. A. Pardhi, Dr.M. B. Wadekar, Dr. Ku. R. B. Meshram, R. S. Meshram, B G Damkondwar, P. P. Watti
8	Birth & Death Anniversaries	S. V. Bannore	S. R. Puchalwar, S. H. Gahane, P D Wankhade
9	Celebration of National Days	Dr. S. M. Shekokar	D. L. Khanorkar, V. N. Narad
10	Cell against sexual harassment & Gender bias	Dr. N. S. Kokode	Mrs. A. B. Samarth, Dr. Ku. R. B. Meshram, Ku V V Chandanshive, Smt. S. A. Thakare, Smt D SWadhai
11	College Exams - Senior College	Dr. D. H. Gahane	Dr. M. B. Wadekar, Dr T. K. Gedam, Dr R. K. Dange, B G Damkondwar, Ku V V Chandanshive, A. V. Bokare, R. K. Karambe
12	College Day Celebration	V. S. Mude	Dr. M. B. Wadekar, A. H. Kodape, P. N. Wanaskar
13	College Exams - Junior College	S. B. Lambe	S. B. Karambe, A. H. Kodape, J. K. Kharwade, S. R. Puchalwar, P. N. Wanaskar, D. J. Sidam
14	College Magazine	Dr. P. S. Hemne	B G Damkondwar, M. A. Sheikh, D L Khanorkar, M. R. Kapgate, A. H. Kodape, J K Kharwade, Dr. M. K. Deshmukh
15	Computer, Internet & Media Center (Elec Main & Generator)	Dr. D. H. Gahane	A. V. Bokare' R. Karambe, R H Chamlate, D. B. Tighare, P B Faye, G Nagapure, P F Gaigawali
16	Construction & Bldg. Maint.	Dr. D. A. Pardhi	Dr. M. B. Wadekar, S. G. Kelzarkar, P N Wanaskar
17	Cultural Activities	M. R. Kapgate	D. L. Khanorkar, J Kharwade, P. P. Watti, B. C. Mandwe

18	Earn & Learn Programme	Dr. S. M. Shekokar	Dr R. K. Dange, B G Damkondwar, M A Pathale, A S Meshram		
19	Educational Excursions & Tours	Dr. D. A. Pardhi	Mrs. A. B. Samarth	K. K. Sonule	
20	Games & Sports	Dr. A. A. Dhamani	Dr. S. M. Shekokar	Ku. R. B. Meshram	M. A. Sheikh
			D. L. Khanoarkar	Dr. M. K. Deshmukh	
			S. A. Qureshi	P. N. Wanaskar	
21	Garden Committee	Dr. M. B. Wadekar	B. L. Lengure	S. G. Choudhari	
22	Girls Welfare Committee	Mrs. A. B. Samarth	Ku. R. B. Meshram, Ku V V Chandanshive		
23	Library Advisory Committee	S. J. Tidke	S. V. Bannore, Dr D. A. Pardhi, Dr. Ku. R. B. Meshram, Maj V. N. Narad		
24	Parent Association	M. R. Kapgate	Dr R. K. Dange	R. S. Meshram	S. G. Chaudhari
			V. N. Narad		
25	Popular Lecture Series	M. A. Sheikh	D. L. Khanorkar	M. R. Kapgate	
			B G Damkondwar	Ku V V Chandanshive	
26	Prospectus	V. N. Mahajan	Dr.P. S. Hemne	Dr. M. B. Wadekar	T. K. Gedam
			M. R. Kapgate	V. S. Mude	S. G. Kelazarkar
			Sau. S. A. Thakare	R. H. Chamlate	
27	Publicity	V. S. Mude	D. L. Khanorkar	S. B. Lambe	S. G. Kelzarkar
28	Purchase Committee	Dr. N. S. Kokode	Dr D. A. Pardhi	Dr.. R. B. Meshram	R. H. Chamlate
29	Salary, Service books, Income Tax	Dr. D. H. Gahane	Dr T. K. Gedam	B. L. Lengure	S. A. Qureshi
			S. G. Kelzarkar		
30	Scholarships	Dr. E. L. Ramteke	Dr.. R.B. Meshram	J. K. Kharwade	N. M. Jengathe
			P. N. Wanaskar	S. R. Puchalwar	
31	Staff Felicitaton on Retirement	Dr. M. B. Wadekar	D. L. Khanorkar	Dr.R. K. Dange	J. K. Kharwade
			R. H. Chamlate		
32	Staff Room Maintenance	B. G. Damkondwar	K. K. Sonule		
33	Stock Verification Furniture & Office Equipments	Dr. Ku. R. B. Meshram	Y. N. Meshram	S. H. Gahane	K. K. Sonule
34	Stock Verification - Laboratory	Dr. P. S. Hemne	Dr. M. B. Wadekar	Dr. E. L. Ramteke	
35	Student's Aid Fund	Mrs. A. B. Samarth	Dr. T. K. Gedam	M. R. Kapgate	
36	Student's Council Sr College	Dr. D. A. Pardhi	Dr. A. A. Dhamani	Dr. S. M. Shekokar	Dr.Ku. R. B. Meshram
			D. L. Khanoarkar	V. N. Narad	
37	Students Guardianship Scheme	S. J. Tidke	Dr. P. S. Hemne	Dr.D. A. Pardhi	Dr.Ku. R. B. Meshram
38	Students Guidance and Career Development	B. G. Damkondwar	Ku V V Chandanshive	M. R. Kapgate	Y P Thawari
			A S Meshram		

39	Students Quality Assurance Cell	S. J. Tidke	Dr. P. S. Hemne	Dr. D. A. Pardhi	Dr. Ku. R. B. Meshram
			Secretary, Students Council		
40	Time Table - Junior College	V. N. Narad	V. S. Mude (Science)	A H Kodape (Arts, Com)	S G Kelzarkar (MCVC)
41	Time Table - Senior College	Dr. P. S. Hemne	Dr. D. A. Pardhi	Dr. Ku. R. B. Meshram	
42	Training and Placement Cell	S. J. Tidke	Dr. D. A. Pardhi	Dr. M. B. Wadekar	M. A. Sheikh
			Dr. T. K. Gedam		
43	Tree Plantation	D. L. Khanorkar	Dr. S. M. Shekokar	V. N. Narad	B. S. Gedam
			P. P. Watti		
44	UGC Scheme Planning, Projects and Research	Dr. A. A. Dhamani	S. J. Tidke	Dr. E. L. Ramteke	D H Gahane
			R. S. Meshram	M. R. Kapgate	
45	Website Updating & Maintenance	Dr D. H. Gahane	B G Damkondwar	A. V. Bokare	R. K. Karambe

College Extension Units, Cells, Centers and their Prof-in-Charge		
1	NCC (Boys)	V. N. Narad
2	NCC (Girls)	Ku. P. N. Pofley
3	Media Center	A. V. Bokare & R. K. Karambe
4	Women's Study & Service Center	Mrs. A. B. Samarth
5	Population Education Club	M. R. Kapgate
6	IQAC Coordinator	S. J. Tidke
7	Secretary, College Council	S. J. Tidke
8	Students Guidance Center	J. K. Kharwade
9	Nature Club	Dr. M. B. Wadekar
10	Hobby Workshop Center	S. G. Kelzarkar
11	Health Club	Dr. S. M. Shekokar
12	Health Care Unit	Dr. S. M. Shekokar
13	YCMOU	Dr. D. H. Gahane & M. R. Kapgate
14	NSS	D. L. Khanorkar, B. L. Lengure, Ku. V. V. Chandanshive

These committees meet several times in any academic year and take decisions regarding the areas that they are mandated for.

This work distribution culture ensures the participatory, democratic and decentralized approach adopted by the institution.

Apart from the above, the Purchase Committee, which looks into the matters related to Finance, meets every 3 months. It goes through and maintains the financial health of the organization. The college has introduced a clear cut finance policy. The Purchase Committee looks into the purchases and determines whether proper sanctions were taken, proper quotations obtained and lowest quotation favored (unless reasons are specified not to do so). It takes care of the budget statements regarding purchases and checks if the accountants are following the norms. Reconciliation is done regularly through monthly balance available.

There is a sub-committee constituted by LMC to hold interviews and finalize the appointment of teachers on clock-hour-basis.

The 'Building Maintenance Committee' indulges in the assessment of requirements of different departments and their repairs/renovations needed. It finalizes tenders. It recommends the architect and the contractor. It supervises quality of construction/repairs and certifies if satisfactorily completed.

Heads of the departments and the Directors of PG courses meet every month with the Principal. Matters relating to academic progress and problems therein are discussed in these meetings. Policy decisions, whenever required, are taken in these meetings.

'UGC Scheme Planning, Projects and Research committee' frames the rules under which doctoral research is carried out in various departments. Right from fixing the annual fee for research scholars up to fixing the number of students that can pursue research in each lab is a part of the responsibilities of this committee. The committee also encourages, motivates and helps preparation of proposals of new projects. The committee takes care of progress in ongoing projects.

Similarly the other committees perform their allotted tasks. For any difficulties and organizational approach, the committee members interact with the Principal and other staff for assistance and guidance.

6.3.4 Has the institution an MIS in place, to select, collect, align and integrate data and information on the academic and administrative aspects of the institution?

The institution has MIS in place. The finance, administrative section and the College Library are IT-enabled with the required software for collation of admissions, salary bill, college expenditure, books database, access etc. As and when required by the University authorities or the Principal or the Staff, the specific data is available for scrutiny and perusal.

The biometric system for recording the attendance of teaching and non-teaching staff has been introduced. The CCD camera is installed for improved control and watch in administration.

6.3.5 Does the institution use the various data and information obtained from the feedback, in decision-making and performance improvement? If yes, give details.

Feedback from all the stakeholders of this institution is an intrinsic part of its managerial, academic and administrative success. Feedback from students is obtained on a regular basis in formats which are distributed to the students. Apart from this, there are suggestion boxes where the students can speak their mind. There is SQAC where the representatives of the students directly voice their suggestions/complaints to the Principal and the other responsible staff members. The feedback from the students forms the cornerstone for implementing reforms.

Recently, for example, when some physically handicapped poor students were asked to take up jobs in computer data entry under our 'Earn and Learn' scheme to help them financially to pursue their education the

students expressed inability to do so because of lack of skills in computer operations. The college authorities, on this feedback, immediately swung into action, discussed the problem with the staff and setup a free computer skills development programme for them. The faculty volunteered to provide free service to develop the computer skills.

The feedback is obtained from the students under Students Guardianship Scheme, subject associations and also from their in-charge.

Constructive suggestions that pour in from all sources including teacher-guardians and subject associations are always routinely followed up by the college by way of implementation or revamping of those processes whose results benefit the students the most. One specific case that can be cited is the recent decision taken by the principal and the management to enhance the competitiveness of our students by conducting a training programme on communication skills and personality development. The decision to start such kind of programme was triggered by its demand from students and their parents during one of the Parents-Teachers meet. The Placement Cell and the department of English were entrusted the responsibility to conduct this course and it was immediately launched in Dec' 2006.

The Students Guardianship Scheme generates invaluable data on economic, academic, social status and skills of students. This data is analyzed and steps are initiated to improve the academic progress and wellbeing of students. Last year, the data analysis prompted to start special classes during winter vacation. The weak students were allowed to join remedial classes.

The Students' Council meetings, College Council meetings and Alumni and Parents Association meetings generate invaluable inputs for furtherance of the institute's successful commitments.

6.3.6 *What are the institution's initiatives for promoting co-operation, sharing of knowledge, innovations and empowerment of the faculty? (Skill sharing across departments, creating/providing conducive environment, etc.)*

Empowerment of Staff: The College allows its staff to upgrade their skills and expertise by sanctioning duty leave to attend symposia, workshops, conferences and seminars. It also deposes staff to attend training programmes. A number of teachers have also been granted leave under the UGC Faculty Development Programme (FDP) to pursue their doctoral work. Similarly, the College encourages staff members to join refresher/orientation courses to improve their knowledge bank and skills. In the last five years, the staff has participated in 428 events - *06 International Seminars, 343 National Conferences, 09 Symposia, 28 Seminars, 11 Workshops and 31 Refresher/Orientation courses* – this itself is a testimony to the institutions initiatives for empowerment of teachers.

Organizing Academic Events: The Management supports and gives confidence to the staff to organize Seminars/Symposia/Workshops/Conferences in the college. The Management views it an opportunity for the faculties to associate and to interact with the visiting dignitaries and thus get updated with the latest developments in their fields of interest. The organization of such programmes also induces research environment in the college.

Research Culture Promotion: The institution has spent considerable sum of money to construct research laboratories in many departments and has created infrastructure for research. Similarly, the institution has subscribed to several research journals to create environment conducive to knowledge and investigations. The institution is also promoting submission of inter-disciplinary projects where more than one discipline is involved with a view of increasing cooperation between various departments in the field of research.

Research Festival 'AVISHKAR': The College organizes research festival 'AVISHKAR'. The festival offers an opportunity to the students of all disciplines for expression of their innovative ideas and hidden talent. The projects they undertake give them a glimpse in research activities and a prospect of interaction with other institutional advances.

Book Exhibitions: The library systematizes Book Exhibitions on important occasions. The organization of exhibition provides an insight into its knowledge bank inspiring the students for deeper exploration of their fields of interest.

Inter-Departmental Cooperation: During research projects, short research papers, research festival exhibits, extension programmes and college events there is exchange of knowledge, knowhow, experience and instruments between the departments and faculties. For example, the departments of Arts and Commerce seek help and guidance from departments of science to overcome difficulties during their exhibits and project completion. On the other hand, the faculty of Arts and Commerce assist the faculty of science in income tax, finances management and organization of events.

Lead College & Linkage with Neighborhood: RTM Nagpur University, by its letter no BCUD/P/2006/41 dated 05/04/2006, had identified N H College as Lead College under its jurisdiction to bring about qualitative changes in the working system of affiliated colleges and accordingly the college initiated activities. The college had formed linkages with 12 other colleges in the neighbourhood (then 06-accredited and 06-nonaccredited), arranged group meetings with their Principals and the Coordinators and commenced some common programmes like exchange of faculty, cooperation in placement services, information about constituent colleges, collaborative research work, exchange of library facilities etc. The notable among them is the data collection and identification of historical places and traditional age-old customs in the jurisdiction of each college so as to develop and face-lift the historical heritage and increase tourism in the area by

advertising the information. Another event was, as a lead college, our institute had organized workshop for linked colleges on understanding importance of minor and major research projects and their methodology of submission to UGC and other organizations. It has triggered involvement of many colleges into research oriented projects with our cooperation.

6.4 Human Resource Management

6.4.1 *What are the mechanisms for performance assessment (teaching, research, service) of faculty and staff? (Self-appraisal method, comprehensive evaluation by students and peers). Does the institution use the evaluations to improve teaching/ research of the faculty and service of the faculty by other staff? If yes, how?*

The College follows a regular practice to use the teacher's **self appraisal system** for the performance assessment of the staff (format *Annexure- XVIII*). It motivates the teachers to assess their teaching methodologies and research profile. They can identify their own stronger and weaker areas. The teacher can thereon improve. The other point is, the self appraisal forms are provided to the teachers to record their academic achievements. The data is then compiled and an analysis report is made showing the comparison of the performance of teachers. The evaluations are later conveyed to the teachers by the Principal. If there is any shortcoming the teacher is asked to improve the performance, particularly so in the field of research. This normally inspires them to improve on their teaching abilities and research inclinations. In case of problem areas, the Principal talks to the concerned staff on a one to one basis. Very rarely action needs to be taken. However when it has to be taken, the Principal and the management has not shied away from it. The Principal also prepares a **confidential report** on every teacher and awards grades. (format *Annexure- XX*)

Every effort is made to improve teaching skills of the teachers. Performance of teacher is evaluated periodically.

The freedom is given to the students to judge the performance of the teachers. Through **feedback** forms, the students record the performance of the teachers. The teaching skill, richness of knowledge base, power of motivation, aptitude and general behavior are among the 10 criteria on which the students express their opinion on a five point scale. They are forwarded to the principal for analysis.

On receiving any complaints from the students about a particular teacher the principal talks to the teacher and directs him to make necessary changes in the teaching process.

Feedback from the peers is obtained and incorporated in the analysis of teachers' performance.

The teacher is offered enough chances to improve his/her skills in teaching and research.

All the above assessments and analysis are added to the teacher's profile along with performance in research and they are seriously considered at the time of teacher's placement in higher scale or grade.

This arrangement is conducive to improve teaching skills for the betterment of the students.

6.4.2 What are the welfare measures for the staff and faculty? (mention only those which affect and improve staff well-being, satisfaction and motivation)

For the employees, the College cares from financial needs to physical fitness including their insurance and wellbeing. Some of the welfare measures for the staff are:

1. A committee of teachers keeps **watch on salary entries and monthly salary deductions** of staff. It checks TDS; quarterly statements in form no. 24; IT forms no. 16. The committee also sees to regular update of service books and their maintenance.

2. **Nevjabai Hitkarini College Employee's Credit Cooperative Society Ltd Bramhapuri** is a society registered under co-operative societies Act. (Registration No CHD/BNK/253 dated 02/03/1978). The Cooperative society presently has 72 members with turnover above Rs 02 crore and earned and maintained Audit Grade 'A' since 1988 to 2010. It provides, to some extent, financial help to employees. The staff members are provided financial assistance in the form of loans and emergency loans for their personal and domestic needs without hassles. It is totally managed by elected executives from staff. Under the safeguard of Management and the principal, the Principal guaranteeing refund of loans taken by the staff and, the credit society offers to every regular staff –
- a) Loan facility up to Rs 5,00,000/- without any mortgage
 - b) Emergent Loan upto Rs 18,000/- without any mortgage
 - c) Three recurring deposit schemes of Rs 400/-, 200/- and 2000/- (optional)
 - d) Fixed Deposit scheme with 9.5% rate of interest
 - e) Annual dividends, in 2009-10 it was 14%
 - f) Bonus and domestic articles presentation
 - g) Loans to employees are insured and the premium payable is borne by society. The dependents and guarantees, in case of demise of any member, are thus saved from hassles of repayment of balance of loan. So far nearly Rs 9,00,000/- default was claimed in 11 cases from insurance in last seven years.
 - h) Awards are given to meritorious wards of employees and students of town.
 - i) Help is provided for preserving environment by donating tree guards.
 - j) Immediate and non-refundable Assistance of Rs 5000/- towards funeral expenditure to the family of diseased employee

- k) Pension scheme for employees and immediate return of their shares and dues.
3. **GPF loan** scheme benefits are taken by employees.
 4. **Group Insurance** of the employees is implemented in the college since long. Presently the premium for group insurance is Rs 360/- for teachers and Rs 120/- for administrative staff.
 5. The staff has **Unions** to fight the government for their service conditions, grievances and demands; the non-teaching staff is associated with “Maharashtra Rajya Shikshaketar Karmachari Mahasangha”. Similarly Junior College teachers are associated with “Vidarbha Junior College Teachers Association”. The Senior College teachers are associated with “Nagpur University Teachers Association – NUTA”, “Young Teachers Association” and “MFUCTO”. The College allows organization of their meetings and seminars.
 6. **Computer training** is imparted free of cost to non teaching staff.
 7. **To improve their academic qualifications and skills**, the college encourages the staff to avail schemes like UGC sponsored FDP, Refresher and Orientation Courses by Academic Staff College, Language and Personality Enhancement programmes, NSS and NCC training camps etc.
 8. The College continuously **encourages the non-teaching staff** to attend conferences, workshops, seminars etc by granting them duty leave without any reservations.
 9. The staff regularly enjoy **LTC** – 14 (2006-07), 11 (2007-08), 03 (2008-09)
 10. The staff avails facility of **medical leave & medical reimbursement** if need arises
 11. The staff is given **Transport Allowance**
 12. **TA & DA** along with leave is allowed to the staff for attending academic programmes

13. **Maternity Leaves** were granted to 03 lady staff in the last five years.
14. Every year, a **Physical Fitness Camp** is arranged for employees. It includes Yoga, Volleyball, Badminton, Carom, Chess, Cricket, different exercises and **Trekking**. The purpose of Yoga, fitness and trekking camps for staff is health awareness, expedition exercise, exploring surroundings and feeling of togetherness. Trekking camp at Ghodazari Taluka Nagbhid (30 km) was arranged on 01/05/2009. 60 participants enjoyed the exploration in forest. It was followed by group lunch.
15. College Gymnasium, joggers track, exercise platform and the entire eco-friendly surroundings are freely used by employees for **physical fitness**. The staff also enjoys Volley Ball, Badminton and Table Tennis in the evening for recreation.
16. **Computerization** and office automation has helped to ease out pressure of work and increased efficiency.
17. In case of marriage of the progeny of the staff members or other functions in their immediate family, they are allowed the use of the *college campus and hall*.
18. During **college events**, the staff recites devotional songs, Bhajan and music for the guests and audience. Their participation in every event is sought.
19. The college **management** organizes death anniversary events of society peers at a society place called Dhyandas Maharaj Tekdi, all the members of management join the staff in reciting devotional songs and prayers followed by Gopalkala. That removes distance between staff and management and builds closure bonds.
20. The **infrastructure of the staff rooms** (departments) have considerably been renovated by the college to provide better working conditions and satisfaction. Staff room cleanliness including sanitation is ensured by employing outside cleaners for clean and good atmosphere for staff.

6.4.3 *What are the strategies and implementation plans of the institution, to recruit and retain faculty and other staff who have the desired qualifications, knowledge and skills?*

To attract qualified faculty and to retain the expert staff, the college provides an academic and morally rich atmosphere that suits their career development. Almost all the senior and expert faculties preferred to stay here and, after very long service, left the institution only after retirement (barring few who rose to become Principal at other colleges). There are many instances when, after leaving our college, the staff returned back endorsing better atmosphere and facilities prevailing here. Some of the positive points with N H College are:

- The college is a democratic institution following the principles of the Father of Nation and great saints. The management strives to provide an academic environment conducive to personality growth of staff. Though competition is welcome, there are no ill feelings towards any staff.
- The management maintains cordial relations with staff. The staff can approach the management in any difficulty.
- The management continuously takes feedback on their assignments.
- The salary is regular and any dues are promptly paid.
- The staff is given complete freedom within the academic ambits to complete their tasks.
- The selection of the staff members is done on merit basis and the selected candidates are motivated by providing them higher authorities in the college committees to sharpen their existing knowledge and skills.
- The college has a custom to involve the young staff with the experienced staff members in all important committees and events, this leads to a healthy atmosphere amongst peer members.
- The staff having special skills and expertise are allowed and given opportunities to explore, exhibit and enhance their talents.

- The underperforming staff are guided by the Principal and senior faculty to achieve excellence.
- The qualified teachers appointed on Ad-hoc basis are given regular increments by the College.
- The research environment is made available to the teachers.
- The existence of research labs, a productive research environment, encouragement from the management to submit research projects for funding, remission in teaching load to the faculty involved in research, opportunity of publication of papers in the journals are a few other measures that help in retaining qualified faculty.
- Services and experience of retired teaching and non-teaching staff are utilized. Dr. W. R. Bhandarkar and Dr. N. J. Chavhan have retired from services but continue as supervisors in their research fields. Expertise of Prof G. N. Kela, retired as Vice-Principal and senior faculty in Physics is utilized for PG programmes. Some retired teachers are taking classes in the subjects where the college has shortfall of regular teachers. Some retired non-teaching members assist the regular employees who are fresh to the work in understanding the intricacies of procedures of administrative system. Shri K C Bhaik who recently retired as College Superintendent, lends a hand to the administrative staff in accounts & audit and Shri R K Dhote, who retired as Senior Clerk, assists in finalizing pension schemes.

6.4.4 *What are the criteria for employing part-time/adhoc faculty? How are the recruitment conditions of part-time/adhoc faculty different from that of the regular faculty? (Eg. salary structure, workload, specialisations).*

The appointment of part-time/ad-hoc faculty is done through preplanned interviews and teaching demonstrations adhering to the University conditions and norms. For this purpose, LMC forms a Sub-Committee comprising the LMC Chairman Shri Ashok Bhaiya, (Secretary, NHESB), LMC member Adv Bhaskar Urade (Joint Secretary, NHESB) and

the Principal Dr N S Kokode. The sub-committee assesses the need of extra staff for each subject and starts proceedings of recruitments.

The salary of these staff members is decided according to their qualifications and capabilities. The ad-hoc appointees are also given regular increments.

The workload of ad-hoc teachers is almost similar to that of full time staff.

In all other matters too, the ad-hoc appointees are treated equally with the other teachers. For example, these appointees are involved in the College Council meetings, they are made part of various committees and as such play an important role in the corporate life of the college.

For attending seminars/training courses/workshops etc, they are allowed the same consideration like leave, financial assistance etc.

Clock Hour Basis (CHB) teachers are appointed for the excess workload by advertisement. They are qualified teachers. They are allowed to engage maximum seven periods per week in the subject and are paid per period basis as per government rules.

6.4.5 What are the policies, resources and practices of the institution that support and ensure the professional development of the faculty? (Eg. budget allocation for staff development, sponsoring for advanced study, research, participation in seminars, conferences, workshops, etc. and supporting membership and active involvement in local, state, national and international professional associations).

The college always supports the faculty members for their skills in teaching and research. That ensures their professional development.

The staff is encouraged to avail UGC FDP schemes to expedite their Ph.D. thesis and all the desirous teachers are allowed the facility if eligible.

Staff members are motivated to attend International, National and State conferences, seminars and workshops at all levels and, as pointed out earlier, are provided with all financial reimbursements including registration fee. They are fully supported and given requisite duty leave to attend any Refresher/Orientation courses organized by the UGC.

The college encourages staff members to strike collaborations with different organizations and extend consultancy services. In the last few years, this has resulted in establishment of linkages with many research centers and consultancy with industries.

The college stressed to undertake minor and major research projects and seek UGC funding. In the last five years, the encouragement has resulted in- 1) completion of three minor research projects 2) 05 new projects underway and 3) submission to UGC for approval to two major research projects.

The management has taken a proactive role in promoting the professional development of the faculty. It took a conscious decision and made budgetary provisions to create specific research labs so that the aspirations of the faculty to engage in research could be fulfilled. The first research labs were built in the N H College Zoology department that led to its recognition as Centre for Higher Learning and Research. The momentum was carried forward to build a research lab in Physics followed by that in Geography. The result is, 1) in Zoology, two researchers are awarded PhD, five have submitted theses, 17 are working and 11 students are awarded M.Phil.; 2) in Geography, one researcher is awarded PhD, five have submitted theses and 09 are working and 01 student is awarded M.Phil.; 3) In Physics, one lecturer is awarded PhD, one has submitted thesis and 02 lecturers are working for PhD.

Students from outside institutes also avail the facility of research in our college.

Last year, 05 National Seminars were organized and the researchers were given freedom to publish their work alongside works of experts in the field in the 05 souvenirs that were brought out to commemorate the events. This has been received well by the teachers and the students. It has served as a major motivational platform which will support research and energize it further in the years to come.

6.4.6 *How do you assess the needs of the faculty development? Has the institution conducted any staff development programmes for skill up-gradation and training of the staff? If yes, give details.*

Assessment of the needs of the faculty development:

Most of the processes in the College are participatory and inclusive and inputs come from informal talks.

The college has a procedure to gather information on every teacher at end of every academic year. The profile of a teacher (format *Annexure- XIX*) is prepared. It includes his/her progression in the current year along with details of research activities, research papers published, seminars/conferences attended, publications if any and awards received. Also the teacher has to fill in the self-appraisal form. The analysis of this data is used to assess the need of faculty development.

Analysis of staff regarding PhD holders to non-PhD, PhD but not Guide, relative number of papers and abstracts presented, minor/major project involvement and skills in the staff provide another mechanism to assess needs of faculty development.

The UGC FDP eligibility criteria are also taken into account while determining the FDP eligibility.

The students' feedback and the self appraisal reports filled by the teachers help as guidelines to select the appropriate staff members for faculty development programmes.

Informal discussions between the staff and the Principal also provide further input for assessing the needs of the faculty development.

Skill Development Initiatives for Staff:

All the departments conduct several **formal and informal discussion sessions** with the experts in the industry for the development of the faculty.

Chandrapur-Gadchiroli district NSS officers' workshop and training programme was organized in 2008-09. **Convention of NSS Officers** of Chandrapur and Gadchiroli Districts was held at N H College on 06/01/2009.

At the college level, **Regular Computer Training** for Non-teaching and teaching staff is organized by the Computer Science Department of the College.

6.4.7 What are the facilities provided to faculty? (Well-maintained and functional office, infrastructure and other space to carry out their work effectively etc.,)

The faculties have well-maintained and functional office, infrastructure and enough work- space to carry out their work effectively.

All the Science departments are provided with separate, well furnished departmental rooms, developed according to their respective needs, equipped with computer, internet, printers, necessary infrastructure and equipments. Departmental libraries, research labs and academic atmosphere are added advantages. Most of the departments are renovated as per the needs of the staff and the students.

The department of Geography is expanded in area by over 1200 sq feet, office arrangements are renovated, many audio-visual aids and equipments are regularly purchased. The Geography department is also a work place of 17 researchers leading to PhD and for MPhil.

The department of Home Economics is also renovated with comfortable arrangements for staff.

Most other departments have independent staff rooms with facilities like computers, library. Proper work space is provided to all the staff- teaching and non teaching.

The administrative office is completely renovated for better and efficient functioning of office staff.

An intercom facility is given to some departments to increase connectivity with other departments as well as the office.

The activity departments like NCC, NSS, Population Education, YCMOU etc have independent offices.

To avoid the problems due to load-shedding, the college has installed a 45 KV generator to supply back-up power for uninterrupted work.

6.5 Financial Management and Resource Mobilization

6.5.1 Does the institution get financial support from the Government? If yes, mention the grants received in the last three years under different heads. If no, give details of the sources of revenue and income generated during the last three years?

Institution receives 100% salary grants and non salary grants from the Government which provides for the finance of the salary expenditure of the permanent staff members of the college. Apart from the salary grant, there are a few other grants received from the Government from time to time for its grants-in-aid courses. Given below is an account of the grants received under various heads from the Government in the last three years.

Grants	2007-08	2008-09	2009-10
Salary grant	17,316,438	17,848,006	13,978,128

Non Salary grant	345,000	500,000	500,000
NSS grant	51,112	54,128	46,900
Travel grant	48,704	12,524	Nil
UGC MRP grant	91,500	3,425	315,000
UGC grant XI	3,169,538	4,690,615	1,024,876
UGC grant	2,640,282	1,803,320	748,276

6.5.2 *What is the quantum of resources mobilized through donations? Give information for the last two years.*

06 computer systems are donated by MP and MLA of the region.

Alumni has donated Water Cooler ARO system (worth Rs 23000/-), gas lamps, one TV, many tree guards, some Almirah, educational Charts and 06 sponsored prizes (Rs. 3500/- annual).

The Institution does not accept any personal donation.

6.5.3 *Is there adequate budget to cover the day-to-day expenses? If no, how is the deficit met?*

Yes. There is adequate provision of cash to cover day-to-day financial requirement. The adequate balance is reserved by office to meet daily expenses, contingencies, etc.

In case of shortage of funds, the College borrows from NHESB.

6.5.4 *What are the budgetary resources to fulfill the institution's mission and offer quality programmes? (Budget allocations over the past two years (provide income expenditure statements)*

Budget statement and Audit Reports are attached as *Annexure XV & XVI*.

6.5.5 *Are the accounts audited regularly? If yes, give the details of internal and external audit procedures and the audit reports for last two years.*

Yes. The accounts are audited on a regular basis.

Internal Audit System:

The college constitutes a Salary & Accounts Committee every year comprising 4 to 5 senior teachers. The functions and responsibilities of the committee are to:

1. watch the transactions of the salary and accounts throughout the year
2. monitor the salary attached deductions of all employees
3. monitor the TDS deductions of employees
4. verify the actual transactions occurring in the college
5. submit the accounts related information and suggestions to the Principal

External Audit System:

The College has adopted the system of external auditing from several years. M/s Ratan Chandak & Company, Nagpur is appointed as external auditor. Every year, the company camps in the college for several days and performs the auditing of all the accounts including salaries and scholarships. It also discusses various issues that come across with the management and the Principal and offers suggestions for improvements if any. The auditors submit the audit report to the college.

The external auditor's audit report is discussed and approved in the meeting of LMC, with amendments if any. Afterwards, the audit report is submitted to Hon'ble Joint Director, Higher Education and to the Accounts General, Maharashtra State for their necessary action.

Auditing by Joint Director's Office:

The Joint Director's Office, particularly Administrative Officer, also conducts audit camps at the college and performs assessment of various grants allotted to the college.

Auditing by Government of Maharashtra:

After the assessment of the Joint Director, the Senior Auditor Higher Education Govt. of Maharashtra Regional Office also does the auditing of accounts and submits the report to the Accounts General Office (Maharashtra State). The Accounts General Nagpur Regional Office (Maharashtra State) visits the college and issues audit report to the college.

The Audit reports and Financial Statements are enclosed as **Annexure XVI**

6.5.6 *Has the institution computerized its finance management systems? If yes, give details.*

Yes. Most of the financial management processes are computerized.

6.6 Best Practices in Governance and Leadership

6.6.1 *What are the significant best practices in Governance and Leadership carried out by the institution?*

The significant best practices are:

- **Evaluation of teachers by the students.**
- **Confidential Reports** of the teaching and non teaching staff.
- **No to Elections:** Teaching, Non-teaching, MCVC and Junior college staff participate in college management and decision making process by way of staff representations on LMC, Junior College School Committee and N H College Credit Cooperative Society. To avoid unhealthy and acidic atmosphere that generally follows the elections, the entire teaching and non-teaching staff, in a general meeting about 10 years ago, had unanimously decided to avoid elections and send the representatives on

the bodies by rotation for one term so that all the staff members do get an opportunity of representation. Since last three terms, there prevails a brotherly atmosphere among the staff and the same practice is voluntarily obeyed when the elections to LMC or Credit Cooperative Society or any other body are due.

- **Tea-Club** - The senior and young teachers of different disciplines gather over a cup of tea during 15 minute races (9.45-10.00 am, strictly limited period) for relaxation and exchange of ideas. The department of Physics is the host by default for more than 30 years and expenses are contributory. The Principal also joins in, if free. Any information of common interest can be exchanged. If the day happens to be birthday of any of the staff, he/she receives greetings from the entire staff. The tea-club is managed by a senior professor as secretary. This healthy practice helps relaxation after the stress of teaching and creates closer relationship amongst the staff.
- **Work Distribution** – To assist the principal in proper administration, welfare of students, progression of teaching and non-teaching staff, maintenance of infrastructure and conducting various students and staff activities, every year the principal, in consultation with the staff, forms different committees comprising chairpersons and assisting staff. This year, 2010-11, there are 45 different committees. In addition to these, there are 14 officers-in-charge to look into students' aspects and activities. There are committees to maintain the infrastructure facilities – Library committee, Furniture committee, building committee etc
- **Teaching plans** for academic session are prepared, the records of the subject wise university results are maintained, departmental inputs are submitted by HODs to the Principal.
- For their achievements and recognitions, **Felicitation** of the teaching and non teaching staff is a regular feature of the College during College Council Annual Meeting. It is also done during some important event or on National Day functions. In the previous year, 2009-10, 15 lecturers and

one non-teaching member were felicitated and presented memento after reading out their achievements. The achievements, for example, were receiving “Rastrasant Tukdoji Maharaj Ideal Teacher Award”, selection to “Maharashtra Ideal Teacher Award”, completing MRP, organization of National Seminars, Publication of books, presenting research papers, Best NCC Officer award, recognition as guide, organization of portrait and book exhibition etc.

- **As family events**, the management organizes death anniversaries of society’s peers Rashtrasant Tukdoji Maharaj, Smt. Nevjabai Bhaiya, Shri Madangopalji Bhaiya and Smt Shantabai Bhaiya. The Management invites all the staff members at a society place called Dhyandas Maharaj Tekdi near the college campus. The events are aimed to propagate the philosophy and teachings of peers and imbibe moral values. The get-together of College-Schools staff with Management Members under the banner of society creates family bonds which motivates the staff to render service with increased efficiency and creativity.

The existing practices evidence that:

1. Governance is purely on the basis of efficiency and in line with mission and vision.
2. Governance is participatory and inclusive.
3. Governance leads towards involving all stakeholders.
4. Distribution and decentralization of work through various committees relating to administrative and academic spheres involve all the staff in achievement of goals.
5. None of the society members gets any financial benefit from the society.
6. Leadership believes in lifelong learning and imparting life skills to the students.

7. Governance provides encouragement, support and welfare facilities to the staff.
8. Feedback from stakeholders plays a decisive role not only in the teaching-learning process but also in governance and policy-making.

ADDITIONAL PROBE FOR REACCREDITATION

1. *What were the evaluative observations made under Organization and Management in the previous assessment report and how have they been acted upon?*

Suggestions given by the previous NAAC Peer Team regarding Criterion VI were:

- Teachers be encouraged to obtain M.Phil. and Ph.D. degrees through FDP
- Vocational certificate level Courses be introduced relevant to women
- Laboratory & Classroom infrastructure, both in terms of space and equipment needs improvement
- The authorities may consider starting some courses like journalism, microbiology, biotechnology and fine arts.

Action taken:

1. In the last five years two eligible teachers (eligibility- confirmed service in the college, 5 years experience, and age limit 45 years) were deputed for PhD under UGC FDP program, one has submitted and the other is on the verge of submission of theses. Before 2002, a total number of 11 teachers have availed the FDP. Thus - 05 teachers for PhD and 08 for MPhil, to date, a total of 13 teachers are benefitted under UGC FDP.
2. Certificate courses Fashion Designing, Functional English and Philosophy of Rashtrasant Tukadoji Maharaj were introduced. Specially, the induction of the job oriented course 'Fashion Designing' is aimed at women's empowerment.

3. A professional degree course 'Microbiology' has been started at UG level. It has good response. The institution also expressed its intention to start "Bio-Technology" and it had applied for its sanction but the approval could not be obtained because it is allowed only to the colleges having 'A' grade.
4. The College allowed the teachers to complete MPhil from Distance Education Universities. In the last three years, 07 teachers have added MPhil to their qualifications availing this facility and increased their competencies.
5. Lab space for 08 Laboratories - Physics, Botany, Zoology, Electronics, Geography, Computer Science and Home Economics - has been increased and many instruments along with audio-visual aids are purchased in recent years. The labs are renovated and more facilities like internet and departmental library are incorporated.

2. What are the other quality sustenance and enhancement measures undertaken by the institution since the previous Assessment and Accreditation with regard to Governance and leadership?

Following are some of quality sustenance and enhancement measures undertaken since the previous Assessment and Accreditation with regard to Governance and leadership:

- The College has an active Women's Anti-sexual Harassment Cell which works in close association with Women's Development Cell to sensitize the students and the staff. The two cells have done commendable work and, though very few, the **cases of sexual harassment** have been dealt with alacrity and have been documented. The Anti-sexual Harassment Cell was not there during the previous accreditation process.
- The **financial management system** has been overhauled since the last accreditation and the process has been computerized.
- **NET/SLET Coaching Center** is established.

- **Network Resource Center** is established. Multimedia and Computer Center facilities are improved.
- **Library Atomization** is completed, **e-Library and Internet** facilities are established.
- **CCD Camera** and **Bio-Metric system** are installed.
- **Principal's Office, Waiting Hall, Antechamber** and **Administrative Office** are renovated.

CRITERION VII: INNOVATIVE PRACTICES

EVALUATIVE REPORT

7.1 Internal Quality Assurance System

7.1.1 *What mechanisms have been developed by the institution for quality assurance within the existing academic and administrative systems?*

The College has developed several mechanisms for quality assurance. These are enumerated below.

1. Internal Quality Assurance cell (IQAC)
2. Students' quality assurance cell (SQAC) which includes grievances redressal
3. Students Guardianship Scheme (SGS)
4. College Council
5. Cell against sexual harassment & Gender bias
6. Parent-Teacher Association
7. Alumni Association
8. UGC Scheme Planning, Project and Research Committee
9. Library Advisory Committee
10. Departmental Associations
11. Admission Committee
12. Examination Committee
13. Regular Students Feedback
14. Building and Staff Room Maintenance Committee
15. Self-appraisal of teachers
16. Confidential Report on teachers and their grading

17. Several other committees, monitoring and implementing different facets of college life as enumerated in criterion VI 6.3.3 (2) *portfolio distribution of 2010-11*

- Work Distribution – That ensures staff participation and their understanding of responsibilities. The portfolio creation helps the Principal in: 1) sustenance and improvements of the academic and administrative system standards 2) assistance in effective administration 3) welfare of students 4) progression analysis of teaching and non-teaching staff 5) maintenance of infrastructure and 6) conducting various students and staff activities. Every year, in the College Council meeting, the Principal constitutes different committees comprising chairpersons and assisting staff. This year, 2010-11, there are 45 different committees. In addition to this, there are 14 officers-in-charge to look into students' aspects and activities.
- Professional competency of the administrative staff is also upgraded by the college by making them participate in the training programmes and workshops. Experts are also invited from outside to top up the knowledge and skills of the staff.
- Feedback from students, teachers, parents, alumni and peers is obtained and remedial measures are immediately implemented.
- Students Guardianship Scheme is also rigorously implemented. Under the scheme, a thorough profile of every student is generated. The analysis depicts a complete portrait of the students' academic, economic and social status. The steering committee acts on the inputs.
- Teaching standards are maintained by continuous monitoring, suggestions and guidance by the Principal and HoDs; teachers are reprimanded for lack of improvements whereas for their achievements the teachers are felicitated.
- The college has made a special endeavor in quality assurance by setting up a Building Maintenance Committee. The primary function of

this committee is to ensure the proper maintenance and development of college infrastructure like classrooms, furniture, laboratories, etc.

7.1.2 *What are the functions carried out by the above mechanisms in the quality enhancement of the institution?*

- The Internal quality Assurance Cell collates all information on a regular basis and compiles a report. On the basis of the report, the cell suggests possible targets and directions that the institution can take in the next academic session.
- The Students' quality assurance cell brings to the notice of the management their perceptions about the positives and the negatives of the College and suggests steps that will lead to the improvement of the infrastructure and the overall quality of the teaching-learning process.
- Feedback from the students directly tells us the classroom performance of a teacher and the quality of teaching and learning.
- The same information is reflected back indirectly by the parents when they participate in the parent-teacher association meetings. In addition, the parents – being more experienced – have some different suggestions to offer leading to improvement of the efficiency and working of the faculty members. In addition, quite often the parents have suggested opening of a new programme that they find desirable for their children.
- Self-appraisal by teachers helps to develop an insight into their own performance. This is perhaps one of those measures where the conscience of a person tells about his/her own positives and negatives and as such is one of the most desirable measures to improve the quality of the faculty.
- UGC Scheme Planning, Projects and Research Committee frames rules and regulations that guide all the researchers and their supervisors. The committee: 1) informs the teachers and students about other UGC research schemes, 2) helps in the preparation of proposals of minor and major research projects, 3) monitors the ongoing work, 4) encourages the

teachers to undertake research work and 5) strives for inter-departmental cooperation in research. The committee also sees to the involvement of maximum number of students in projects and research oriented work. Presently, the college can boast about having 07 PG departments, where 54 researchers are working for Ph.D. (three are awarded PhD). As a place of work, PG Department of Geography has 17 students including one on FDP; the PG Department of Home Economics has two; Commerce department and Political Science department have one each; and Centre of Higher Learning and Research in Zoology, recognized by the RTM Nagpur University, has 17 researchers, including one on FDP, (excluding 05 who have submitted their work for Ph.D. and two who are awarded Ph.D.). The department of Physics (in collaboration with PGTD Physics RTM Nagpur University) also has four students working for PhD and projects.

- Departmental Associations hold several programmes throughout the academic year and as such make the students learn a life skill of organizing programmes. The students learn to interact with the human society at large. These associations provide an important bridge between the students' curricular activities and their co- & extra-curricular aspirations. These associations are run entirely by students under supervision of faculties; hence these associations also serve as a launching platform in self-governance and leadership development. The College Council meeting (involving participation of Junior, MCVC and administrative staff as well) is held at the end of every academic session and the Principal announces various portfolio committees constituted for the subsequent academic year. The committees supervise all activities with respect to academics and administration to ensure that the policy goals are actualized within the stipulated time frame.

7.1.3 *What role is played by students in assuring quality of education imparted by the institution?*

The credo of N H College has always been that in an educational institution, students are equal partners with the faculty and the management. All these together make an institution. The glory of this institution has grown through the host of alumni who are occupying top positions nationwide. The alumni have contributed to the polity, science, arts and commerce of this Nation and have done the institution proud through their deeds of dedicated service to the humanity.

With such a credo, it is but natural that the college involves students at every stage of teaching-learning process. However, the main mechanisms through which the students contribute to assurance of the quality of education are:

1. Feedback from students about various aspects of classroom teaching
2. Students' quality assurance cell (SQAC)
3. Students Council & its meetings with staff
4. Suggestions and motivation from alumni
5. Suggestion Box & direct interactions with faculty
6. Proposition from students related to campus, infrastructure, furniture, facilities
7. Meetings with the Principal (time allotment is 4 to 4.30 pm daily)
8. Nominations of students' representatives on various committees

The first mechanism, feedback, lets the authorities know about the perceived positives and negatives of the faculty of the institution. This forms the cornerstone for any action that is needed on the part of the management. This has resulted in a better faculty profile of this college and a better teaching-learning process.

The SQAC is the vehicle through which the students point out to us the lacunae in the infrastructure, in the facilities that are existing and the facilities that they covet. Through this vehicle they also point out to us the

bottlenecks in administrative procedures which may cost them avoidable delays and waste of time. This allows the Principal to know the pros and cons directly and to act upon the suggestions and problems pointed out.

The Students Council is a platform for leadership enhancement. It ensures participation of students in teaching-learning process by way of collective sharing of responsibilities of their curricular and extra-curricular activities. Lately, the students had demanded for dress code and uniforms for all the students for brand identity, equality and brotherhood, the same was assented by the management and uniform to students was introduced.

The Alumni is a mirror of institution. They make invaluable propositions regarding curriculum aspects, technological improvements and academic environment.

It is basically through these procedures that the students contribute to assuring the quality of education imparted by the institution.

Students also play a motivational role in improving the quality of education imparted. Our college students have done exceptionally well at all levels of curricular achievements. They have consistently bagged merit positions in the RTM Nagpur University examination. Our students have also won laurels for the college by their accomplishments in state and national level competitions, seminars, exhibitions, youth fests. The colour holders in sports, selection for RDC of NCC cadets and achievements in NSS earn status for the college. This is a natural mode to propagate name, status and quality.

The success of our students motivates the college and its faculty to keep raising its bar of performance to the next higher level. Such students, inquisitive and eager to learn, motivate their teachers to continually keep up with the latest developments in their knowledge specializations. In the classroom, teachers introduce innovative teaching practices like use of audio-visual aids, role-play, student appraisal etc.

7.1.4 *What initiatives have been taken up by the institution to promote best practices in the institution? How does the institution ensure that the Best Practices have been internalized?*

The college orients its entire staff regarding the efficacy and practical value of its innovative practices. A constant review of processes of implementation ensures that systemic flaws and loopholes are identified and revamped. Also, the efforts and performance of deserving staff that have played vital roles at the execution level are publicly commended and appreciated at various functions. The Management also seeks to increase its interaction with employees by giving support and encouragement to their efforts. Constant brainstorming with members of faculty in various committee meetings helps us to identify the lacunae in our practices, to identify new directions and ways of implementing best practices and to reach out to the students on more than one level. All of these measures taken together have ensured that the best practices are internalized.

The following best practices have been initiated and are well internalized by our institute:

Student feedback on teachers: This practice has allowed many teachers to orient themselves better to the needs of the students. This has also allowed us to take action where it was extremely necessary.

Student Feedback on programmes: So far this is done informally by constant seeking of opinion of students about the programme concerned. From the next session we plan to make this exercise formal with proper documentation.

Students' quality assurance cell: This has allowed the students to have a direct say in making the infrastructure and other facilities more amenable to their needs. One significant outcome of this cell was the reorganization of the parking facilities for the students and enhanced security.

Constant evaluation of students' performance: The unit tests, class tests, seminars, annual test are planned in advance. Their timely conduction, results and counseling ensures improved performance. That this best practice has been thoroughly internalized and has benefited the quality of student performance and overall education is reflected in the better results that we have produced in the last five years.

Provision of an e-library to the students with internet connection: Internet has perhaps been the biggest revolution in information dissemination that the world has seen. The learning capacity from internet is immense. Realizing the importance of internet in education, the institute established an e-library making online access to teaching and curriculum materials easy for the students.

Availability of online journals to the students: This is an adjunct to the e-library. Subscription to several journals and their availability online has helped our students remain modernized with respect to the latest in their fields of interest and has also helped our research effort significantly.

Transparent procedure of admission: This practice was started realizing the potential in disseminating complete information about our programmes and admission procedures by way of publication of all the aspects of the college, admission procedures and the norms for each programme. These are detailed in the college information brochure, advertisements, pamphlets, notices etc. The selection lists are also published on notice boards. In case of mistakes, the admission committee gives a patient hearing to any grievance, perceived or actual. This entire procedure has made our admission procedure entirely transparent and free from hassles for the students.

Provision of departmental libraries: The central library has a good space for reading room, stock room and e-library. In addition to this, 12 departments have their own departmental libraries and some journals with

open access to the students, making the subject specific information directly accessible.

Organization of programmes that help students learn the latest trends in their subjects: The College has successfully developed a culture. The faculty members organize several symposia /seminars /conferences/workshops which lead to significant information dissemination about the latest trends in the subjects among the students and also encourage in building a research atmosphere among the teacher fraternity and student communities. In the preceding academic session, 2009-10, five UGC sponsored National Seminars, one state level seminar in Geography and two students' workshops in Home Economics were organized in the college.

Students Subject Associations: Students Subject Associations are formed in each department. That provides a platform and helps the students hone their social and management skills. These societies encourage students to take up the mantle as organizers of those several programmes held under the aegis of these societies. Naturally, this ends up in sharpening their social and managerial skills.

Training the faculty: The faculties are allowed acquiring training in the latest trends/techniques in their fields. The willingness of the management to provide financial help and allow necessary leave to the faculty has become a practice. The management keeps a budgetary provision for training the faculty. This practice has resulted in the fact that, in the last five years, the faculties have attended 428 events like seminars/conferences/workshops/refresher/orientations and they have published 15 research papers in international journals, 56 papers in national journals and 21 abstracts in research magazines. This best practice keeps our teaching faculty updated and confident about their knowledge status.

Assistance to economically weak students is provided through N H College Employees' Welfare Fund for Students, Academic Excellence

Awards, Scholarships, Students Welfare fund, waiver of fees and concessions. These students are also allowed the use of study rooms and other library schemes. The Earn and Learn scheme helps the students to overcome their financial needs.

The other best practices that have been well internalized by our institution are: Remedial Coaching to students from reserved and minority communities, Career/NET/SLET Counseling, Earn & Learn, mandatory attendance at national day functions, welfare Fund for students by employees, Women's Development centre, Women's Sexual Harassment Committee, Internal Quality Assurance Cell, Students' quality assurance cell, suggestion box, Parent-Teacher Association etc. They have provided avenues for all round development of the students and enhancement of the quality of education.

Of the innovative practices are formation of ECO club and NO VEHICLE DAY on 15th and 30th of every month, both are aimed at environment awareness and conservation.

Perhaps the biggest outcome of the best practices that have been well internalized by us is empowerment of the students to directly have a say in the development of the institution and removal of the negatives that may affect the institution.

7.1.5 In which way has the institution added value to the quality enhancement of students?

The College seeks to promote the all-round development of the students in order to optimize their knowledge, skills and career-preparedness. Seminars, workshops, lecture series, study tours, projects and assignments, role-play are part of the institutional processes for improving the academic standards. Industrial tours, visits to well-known National Institutes, community development and outreach programmes are some of the college activities involving students that give them hands-on experience. Students Guidance

and Career Development, Academic Awards, Earn & Learn Programme, Training and Placement Cell, Students Guidance Center, Hobby Workshop Center are the internal agencies that identify and train students to realize their potential and prepare them for their careers.

Enrolment of boys and girls in NCC builds up their leadership qualities and discipline. The participation in NSS, Blood Donation Camps, Birth & Death Anniversary functions and Tree Plantation initiatives add to the value education and environment awareness.

Activities like the Annual College Festival, participation with innovative ideas in 'AVISHKAR' - the University Research Festival and numerous other programmes organized by different departments ensure that the students get adequate exposure to showcase their creative talents. In inter-University competition Research Festival AVISHKAR-2008 held at Sant Gadgebaba University, Amravti, five students from our college represented RTM Nagpur University and received University Colour.

Guidance and Coaching for NET/SET, GRE and other competitive examinations, rendered free of cost by Prof Ratan Meshram, Prof Dr R K Dange and Prof Balaji Damkondwar has resulted in adding value to the education and has gone a long way in shaping their futures. The publication cell which publishes annual magazine 'MANIK' has allowed the students a channel to express their ideas and viewpoints. Abstracts of research work of some PG students were incorporated in souvenirs published on the eve of national seminars held in college, this has resulted in encouragement to their research aspirations and has added value to their efforts.

Fully taking advantage of sports facilities available in the college, many students have exhibited skills at international, national and interuniversity levels. In 2009-10, six students were adorned with the University Colour. **University Colours** were given to Pravin Bhivgade BA I, Ganesh Katwe BCS I, Nilay Gade BSc III in Hockey, Rahul Bar BSc III in Soft Ball, Darshana Kawale BA I in Archery, Rakesh Tulavi BSc II in Javelin

Throw, and four students were selected as reserve. An alumni Vikrant Chole obtained 2135th International Rating in Chess in 98-99 and he was selected in University team for four consecutive years for All India Inter University Competition : 2000-01, 2001-02, 02-03, 03-04. In 2005, he represented Nagpur University in ASIAN TOURNAMENT held at Malaysia, where Nagpur University was runner up. Recently, in 2010-11, another student Nilay Gade has represented International hockey at Malaysia and USA.

7.2 Inclusive practices

7.2.1 *What practices have been taken up by the institution to provide access to students from the following sections of the society:*

- a) *Socially-backward*
- b) *Economically-weaker and*
- c) *Differently-abled*

N H Education Society, Bramhapuri is an institution in itself having foundation of Gandhian Thoughts and following principles and vision of Rashtrasant Tukadoji Maharaj. The institution believes in secularism and equality. The college imparts education to all without regard to caste, creed and class. The college aims to serve students especially from the marginalized and disadvantaged sections of society, including the socially-backward, economically-weaker and the disabled groups. Waiver of Fees and concessions in tuition fee, scholarships and waiver of other regular college charges such as cycle stand fee, library fee, etc are made available to such students on a regular basis. The institution provides an environment for students from such backgrounds with sensitivity to their needs, non-discriminative attitude and supportive measures. In fact, the college has earned such a reputation for its support to needy students that every year it draws a sizeable number of students from adjoining rural areas.

Although the institution currently has very few physically handicapped students, the College staff has always been sensitive to their needs and our

practices have been to make the environment convenient for such students and to provide them such facilities as they need.

The institution observes that the Govt. regulations regarding reservations are followed strictly, however, the admissions rarely exceeds the stipulated strength and all the students are admitted without any discrimination. Following are some of the practices and measures:

19. Established in 2005-06, the teaching & non teaching staff of the college has formed N H College Employees' Welfare Fund for Students (NHCEWFS) to provide financial help to the poor & needy students in cases of operative type of illness.
20. Some financial aid is provided to the poor and brilliant students of senior college from Students Aid Fund. In 2009-10, through **Students Aid Fund**, 25 poor and industrious students were given help of total Rs 19,200/-, Rs 900/- each to non-scholarship holders and Rs 600/- each to others.
21. **Earn and Learn** scheme was initiated in the college from 2007-08. The College searched for job-vacancies at local establishments and arranged for jobs to the needy students. In 2007-08 12 students, in 2008-09 07 students and this year 2009-10 15 needy students were given jobs in various establishments - hospitals, mobile centers, rice mills, tehsil office and departments in the college. This has helped them pursue their education without having needed to look at others for help.
22. **Students Welfare Fund** is utilized to help the students.
23. **Remedial Coaching**, since 2002, is provided to SC, ST, OBC, backward class and economically weaker students to improve their academic performance. Under **Remedial Coaching**, special Coaching Classes and Computer Literacy programs were taken up in Sept and Oct 2009 by expert faculty for the students belonging to SC, ST, OBC, backward classes, economically weaker sections and slow learners. Books, notes, reading materials and internet facility were provided free of cost to 100 beneficiaries.

24. Under **Students Safety Insurance Scheme**, every student is insured for Rs 10,000/- by paying a small amount of Rs 06/- at the time of admission. So far **four** college students were benefited by the scheme.
25. **3%** of the seats are reserved for **handicapped** students and all concessions and scholarships are available to them.
26. Students availing **EBC scholarship** need not pay the tuition fee at the time of admission, it is claimed from concerned government department.
27. Backward class students under SC, ST, NT, OBC category are awarded **GOI** and **Maharashtra state scholarship** to meet their financial need.
28. **Fee concessions** are available for wards of freedom fighters, primary and secondary teachers.
29. **SCHOLARSHIPS: 12** types of scholarships are availed by students of various categories. 1) Government of India scholarship 2) Rajashree Chhatrapati Shahu Maharaj Merit Scholarship 3) scholarship for physically handicapped 4) State Government Open Merit scholarship 5) National Merit scholarship 6) Eklavya Shikshan Yojna 7) Open Merit scholarship 8) Sitaram Jindal Foundation scholarship 9) Dhirubhai Ambani scholarship 10) Sahara scholarship 11) Chief Minister scholarship 12) NCC Welfare scholarship. **Open Merit scholarships** are awarded to exceptionally high scoring students. **Rajashree Chhatrapati Shahu Maharaj Merit Scholarship** is given to SC, VJ, NT, SBC students who secure more than 75% marks at SSC. Students belonging to minority community are entitled for the scholarships.
30. **Eklavya Shikshan Yojna** provides help to the poor and brilliant students.
31. **Cadet Welfare Scholarships:** Cadet Welfare and other Scholarships are given to NCC students every year. Cadet *Dhyanda Kokode* and Cadet *Sudeshna Pucchalwar* were awarded "**SAHARA Scholarship**" of Rs 12,000/- each
32. **Cash awards** by *Management Members* and *Staff* are given to meritorious students (*Academic Excellence Awards*).

33. **26** boys were admitted to the boys' hostel. This included **12-ST, 01-NT, 10-OBC** and **01-physically handicapped**
34. For **Economically Weaker Students**, there are schemes like
- Conveyance allowance for students residing at more than 10 km
 - Living allowance
 - NET/SET study centre (backward and minority as well)
 - Career Counseling Cell (SC/ST/OBC & minority as well)
35. **Personal Help from the College Staff –**
- 1) Help of Rs 2000/- was provided to Soni Diliprao Yalanwar MSc II Zoology (Sindewahi) to overcome the shortage of Annual Fees Payment by Principal Kokode and Prof Balaji Damkondwar in 2009-10.
 - 2) Ku S D Yanalwar, MSc Zoology, who passed with 57% in 2010 summer exam, worked in the college under Earn & Learn Scheme; she was given help for completing her education; monetary help for two years by the Principal; fees for MSc were relaxed; now she is doing BEd. She thanked telephonically the principal and staff for the help that made her continue into higher education.
 - 3) S G Gunule was financially helped by the college staff by contributing Rs 13000/- to secure the admission in the engineering college. He is now studying in College of Engineering, Pune.
 - 4) Staff also helped many other students financially.

7.2.2 *What efforts have been made by the institution to recruit 1) Staff from the disadvantaged communities? Specify?*

- a) *teaching*
- b) *non-teaching*

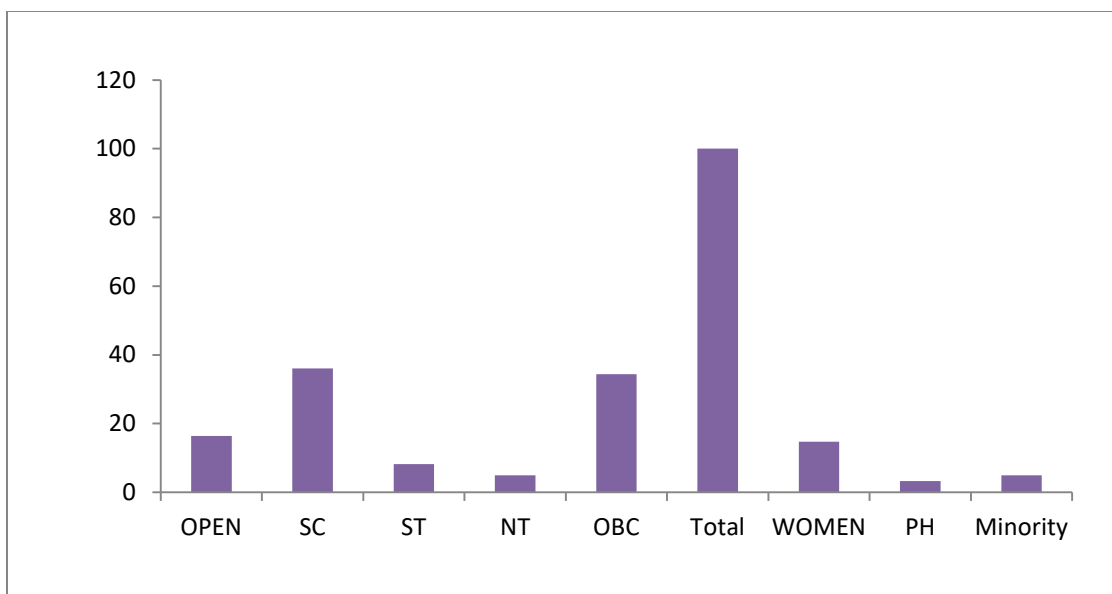
- The recruitment policy of the college is according to the government rules. These rules allow us to select teachers and non-teaching staff from

minority communities in lieu of the caste based reservations. A sizable number of our staff members (Teaching as well as non-teaching) are from the disadvantaged communities.

- The College follows the roster policy of reservation of Central and State Government.
- Roster Book is maintained in the college.
- The reserved community candidates are also appointed on open category posts giving weightage to merit, quality and ability.

In the college, 36.07 % of the staff are from SC & reserved category which is much more than 13% reservation allotted by the government. This is owing to our sensitivity toward social justice and equity. Following table gives category wise distribution of staff.

Category wise Distribution of Staff: 2009-10						
Category	Teaching Staff	Teaching Staff %	Non-Teaching Staff	Non-Teaching Staff %	Total Staff	Total Staff %
Total	31		30		61	
OPEN	7	22.58	3	10.00	10	16.39
SC	10	32.26	12	40.00	22	36.07
ST	3	9.68	2	6.67	5	8.20
NT	0	0.00	3	10.00	3	4.92
OBC	11	35.48	10	33.33	21	34.43
WOMEN	4	12.90	5	16.67	9	14.75
PH	1	3.23	1	3.33	2	3.28
Minority	2	6.45	1	3.33	3	4.92

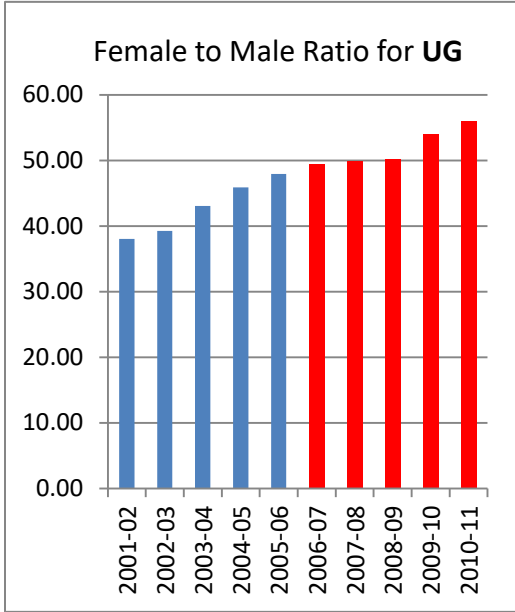
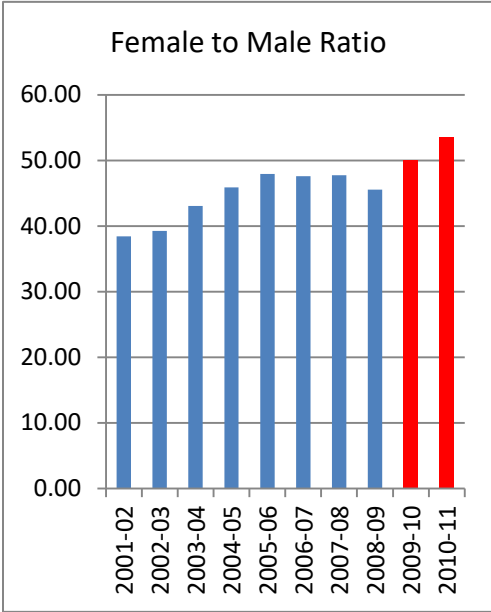
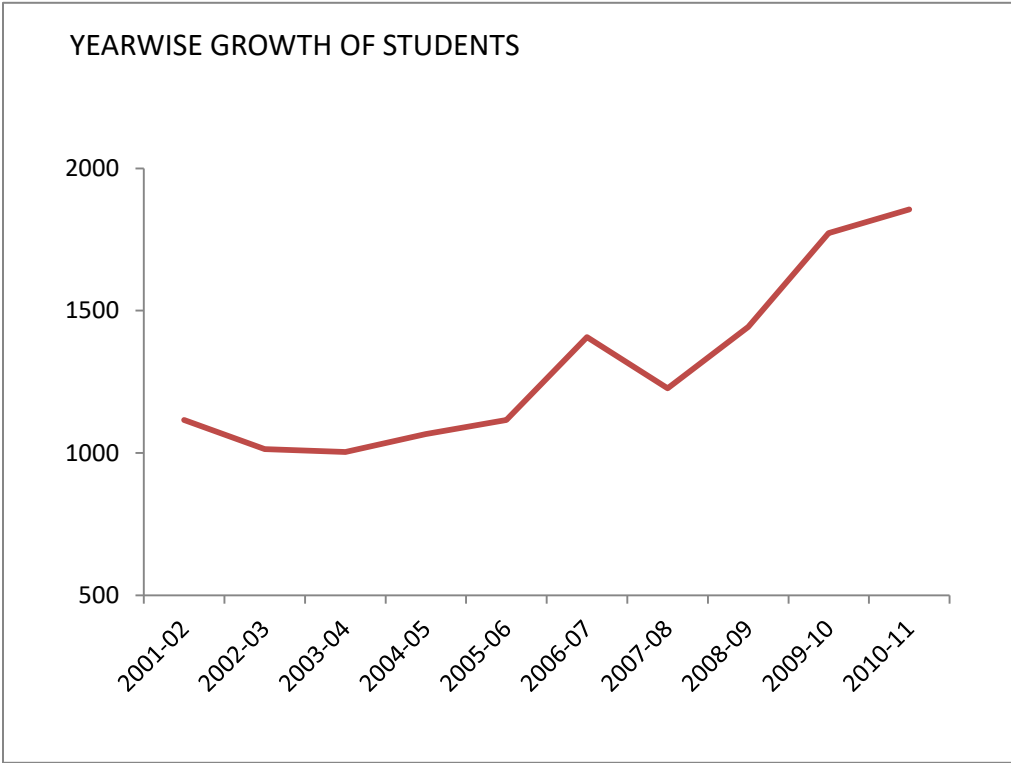


Category wise Distribution of Staff: 2009-10

7.2.3 What special efforts are made to achieve gender balance amongst students and staff / students? Give details.

Ours is a coeducation institution. The ratio of the two sexes among the students is fairly balanced. Owing to the consistent policies, the percentage of female to male students is continuously improving. The ratio has grown from below 40 % in 2001-02 to more than 50% since 2006, more so for UG.

Year	F/M Ratio for UG	F/M Students Ratio	Total Male Students	Total Female Students	Total Students
2001-02	38.04	38.44	687	429	1116
2002-03	39.25	39.25	616	398	1014
2003-04	43.07	43.07	571	432	1003
2004-05	45.87	45.87	577	489	1066
2005-06	47.94	47.94	581	535	1116
2006-07	49.50	47.62	737	670	1407
2007-08	50.00	47.76	641	586	1227
2008-09	50.21	45.53	786	657	1443
2009-10	54.07	50.08	885	888	1773
2010-11	55.93	53.56	862	994	1856



However, in the staff, owing to the rural area and adjoining Naxals infested jungles and backward area, the number of males highly dominates the number of female in academic and administrative ranks.

To keep the campus free of gender bias, the college conducts several programmes toward gender sensitization. The college has Girls Welfare

Committee and it works in consonant with Cell against Sexual Harassment & Gender bias, Women's Study & Service Center, Anti Ragging Committee, Population Education Club, and Health Care Unit. They work untiringly to promote gender equality. They work for promotion of gender harmony and look into cases of gender atrocities. Owing to the sensitizing efforts of the women's development cell, there have been very few and far in between cases of women's harassment. The centre has maintained detailed documents of the cases when the cases have cropped up and have needed mediation.

The result of all these efforts has been of instilling confidence in the fair sex and consequently we have maintained a fair gender-balance over the years.

7.2.4 Has the institution done a gender audit and/or any gender-related sensitizing courses for the staff/ students? Give details.

The institution has not done a gender audit so far. However, the college has dynamic units- cell against sexual harassment & Gender bias, Women's Study & Service Center, Population Education Club which have successfully organized a large number of seminars and workshops on gender sensitization in the last two years. Most recently, in 2009-10, on 08/09/2009 the International Literacy Day, the Nagpur University's *Continuing Education and Development Department* organized lectures on importance of literacy. On 06/02/2010, a UGC Sponsored National Seminar on '*Empowerment of Women in India*' was organized by the department of Sociology of N H College, Bramhapuri.

Sexual Awareness Camps were organized in collaboration with voluntary organizations SEARCH, Gadchiroli and AAA (Amhi Amuchya Arogyasathi), Kurkheda. Legal Awareness Camps are also organized for women students.

7.2.5 *What intervention strategies have been adopted by the institution to promote the overall development of students from rural/ tribal backgrounds?*

YEAR	Total Open Category Students	Total Disadvantaged Category Students	Total Students	Open Category Students %	Disadvantaged Category Students %
2005-06	87	1029	1116	8.45	92.20
2006-07	116	1291	1407	8.99	91.76
2007-08	93	1134	1227	8.20	92.42
2008-09	181	1262	1443	14.34	87.46
2009-10	141	1632	1773	8.64	92.05
2010-11	107	1755	1856	6.10	94.56

As stated in the mission and vision, the college is situated in tribal and backward area. More than 90% of the students belong to the backward classes- SC, ST, OBC, NT, SBC and minority category.

The programmes, practices and measures implemented by the college for the overall development of students from rural and tribal backgrounds are:

1. Extra coaching and remedial classes
2. Conveyance allowance for students residing at more than 10 km
3. Living allowance
4. NET/SET study centre
5. Career Counseling Cell
6. Earn and Learn Scheme
7. Students Aid Fund
8. Students Welfare Fund
9. Scholarships, free ship and awards

10. Provision of special library facility like issue of books for complete session
11. Especially for Marathi and Hindi media students from rural/tribal backgrounds, Spoken English classes, training in personality development, group discussion and interview techniques are arranged so as to develop leadership qualities and to prepare them to face the competitive exams.
12. Every department has a study circle or a subject association. It organizes departmental competitions like debate, elocution, essay and seminars by involving as many students as possible. For example, students' seminar was compulsory for all the students of BSc I, II, and III. It was scheduled every Saturday, following 09/11/2009. A batch of six from each class was allotted a topic of their interest and 20 minutes was the time duration for each seminar, intention was to increase understanding and to develop power of expression. In every session two best and, at the end of all the seminars, two best presenters were awarded.
13. The Annual College Festival and numerous activities are entirely managed by students.

7.2.6 Does the institution have a mechanism to record the incremental academic growth of the students admitted from the disadvantaged sections?

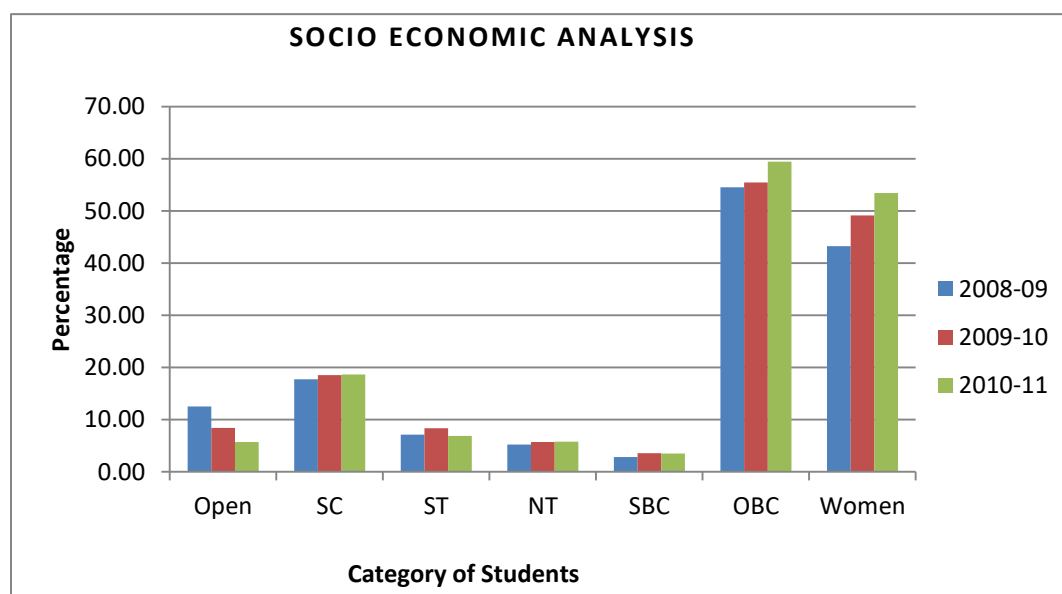
The College has over 90% students from disadvantaged sections; the general picture of their advancements is reflected in the annual results and their progression to higher courses. The College does not have any exclusive and formal mechanism to record the incremental academic growth of students from the disadvantaged sections. The institution has a high degree of concern in this matter. Ours is a fairly large institution, the faculty of each department has several chances to involve themselves in a high degree of interaction with the students. With well spelled out objectives -*'to provide facility for overall development of students, to help deprived and needy*

students, to minimize dropout rate'- 'Student Guardianship Scheme' was launched a few years back. Under the scheme, teachers prepare students profile, identify weak, slow and advanced learners, differently abled students and offer mentoring, counseling and motivation and also organize student development programs. That helps in their quest for progress. Following is the percentage of students in various categories, including female and physically disadvantaged.

Category-wise Percentage of Students (2005-06 to 2010-11)

YEAR	PH	Open	SC	ST	NT	SBC	OBC	WOMEN	RURAL	TOTAL STRENGTH
2005-06	2	7.80	17.11	7.17	5.47	1.52	60.93	47.94	100.00	1116
2006-07	1	8.37	20.23	4.97	5.75	2.63	58.06	47.62	100.00	1407
2007-08	2	7.58	22.66	7.17	5.46	2.69	54.44	47.76	100.00	1227
2008-09	3	12.54	17.74	7.14	5.20	2.84	54.54	45.53	95.70	1443
2009-10	2	8.42	18.52	8.37	5.69	3.57	55.44	50.08	99.78	1773
2010-11	3	5.73	18.63	6.91	5.78	3.53	59.42	53.56	100.00	1856
TOTAL	13	8.32	19.08	7.00	5.58	2.91	57.10	49.08	99.25	8822

Categorywise Average for Last Six years



The progress of students from the disadvantaged sections does not escape the attention of the teachers. If the need is felt, the teachers involve themselves in removing the shortcomings of these students that may be hampering their progress.

7.2.7 What initiatives have been taken by the institution to promote social-justice and good citizenship amongst its students and staff? How have such initiatives reached out to the community?

The college has initiated a number of social outreach programmes that fosters a spirit of civic commitment, social welfare and community bonding among its students and staff.

Following are some of the initiatives adopted for the promotion of social justice and good citizenship.

- A unique activity is that every year during a 10 day NSS camp for village development, a village is adopted, besides other community development and educational activities, each student (boy or girl) is asked to **stay and spend a complete day with one family of the village**, interact with them, live as they live, perform their daily routine, eat what they eat, labor with them. This is for solidarity, firsthand experience and perception of village life. Naturally, this will make them better citizens. The involvement of the student volunteers in all these activities sensitizes them to the needs of the dispossessed and helps in creating in them a worldview that is inclusive.
- *As a part of value education, **Rashtravandana** (a nationalistic song composed by **Rashtrasant Tukadoji Maharaj**) is recited at 11.32 am daily by all the students and staff. The song reflects invaluable teachings of life, self advancement and promotes patriotic fervor. At 11.32 am daily, the Rashtravandana is played from a recorder; all the students and the*

staff stand in attention wherever they are in the campus and recite the song.

- The **National Day programmes**, flag hoisting ceremony on Independence Day and Republic Day are celebrated in the college with all fervor and solemnity. It is made mandatory for all the students to attend these programmes. This reminds the young minds of the sacrifices of soldiers of nation and importance of independence.
- The **official song of RTM Nagpur University**, Nagpur (printed in college information brochure) is recited at the commencement of every university program.
- To express our gratefulness towards our National Leaders and Freedom Fighters and to have perception of their thoughts and ideologies, events like their **birth and death anniversaries** are observed with staff and students and commemorative programs like guest lectures, seminars, conferences, debate, book exhibition, Bhajanspardha, essay competition etc are organized.
- Apart from the above, the college regularly conducts programmes where various municipal officials and personnel from traffic police as well as the police officers are invited to inculcate in the students the elements that will make them worthy citizens who obey the rules of the society framed for the collective advantage of all citizens.
- **For the Society**: Blood donation camps, AIDS awareness programmes, visits to villages on health and hygiene campaign drives, tree plantation and environment protection schemes are some of the activities that the college conducts on a regular basis. The NSS, NCC, Women's Study & Service Center, Population Education Club and Women's Education Cell of the college are the key agencies engaged in the initiatives to reach out to the society.

7.3 Stakeholder relationships

7.3.1 *How does the institution involve all its stakeholders in planning, implementation and evaluation of the academic programmes?*

The college optimizes its mechanism of planning, implementation and feedback on academics by involving all its stakeholders at every stage. Regular meetings with the parents, alumni, university authorities, grant-giving authorities, representatives of different communities and scholars are arranged from time to time. The inputs make us richer. They share their experience and expertise. Suggestions from these stakeholders are regularly sought by the college Management. The resulting synergy of ideas is then streamlined into result-oriented programmes. The students are given representation on many college bodies and they are completely free to express their views. The teachers are given responsibilities of planning and implementation of several academic programmes and they are nominated on college administrative bodies. They also represent on University bodies where they formulate or revise academic syllabi and academic programmes.

7.3.2 *How does the institution develop new programmes to create an overall climate conducive to learning?*

The college has introduced several programmes with a view to foster a healthy and challenging environment for higher learning. College library hours are extended till 8.30 pm and till 10 pm during examinations and study surroundings are provided. Encouragement to participate in research festival 'Avishkar' and to prepare for competitive exam is provided. Some of the college new and unique programmes are:

1. The college organizes an annual function “**ACADEMIC EXCELLENCE AWARDS**” to felicitate its outstanding and meritorious students in the previous academic year. Prizes and commendation certificates are awarded to the students who have bagged meritorious positions in University examinations, achieved distinctions in inter-collegiate or inter-

university research competitions or excelled in the fields of sports and cultural activities. In the Academic Excellence Awards function held on 25/09/2009, 70 excellent performers in academic fields were felicitated. Ku Mahejabeen Haque BSc III exhibited extraordinary performance by scoring 94% at University exams. Ku Sweety Lonare won 09 awards in board exam. The prizes for excellence in various streams are sponsored by some prominent citizens of town, alumni, Executive Members of N H Education Society, Teaching and Administrative Staff of N H College.

2. The college provides an opportunity to its students to **publish their research work** (conducted as dissertation or project) through the souvenirs it publishes.
3. The college has encouraged **research activities** on the campus with the result that the teachers and the students are engaged in research in a much increased number. Presently, all teachers, except fresh ones, are engrossed in research related programs –as PhD supervisors or as researchers leading to PhD or in the Major and Minor research projects. This has created an environment conducive to research and learning.
4. The college conducts a bunch of **extracurricular activities** like youth fest, research festival, quiz, exhibitions, debate competitions, song and dance contests both at the intra and inter-collegiate level for all round development of its students.
5. A special Orientation programme is held every year for **college fresher** in order to acclimatize and initiate them into rich traditions of the college.
6. The college organizes **study tours, industrial visits, students' seminars and on-the-job-training programmes** to impart practical and career-specific orientation to students.
7. The college invites **eminent speakers, experts and scholars** from diverse fields to empower students with the latest developments in knowledge meadow.

8. Students are provided with **career counseling and training** like group discussions, interview techniques, personality development etc for corporate placements.
9. The college has invited a number of companies from IT, BPO, bio-medicine sectors to conduct **campus recruitment** for its students or sends students to attend their campus at Nagpur. Several students have been placed with the top rung companies with attractive pay packages.
10. The achievers in NCC, NSS, Sports and cultural activities are **publically felicitated** and awarded before all the students and staff on Independence Day and Republic Day
11. As a part of value education, Recitation of Rashtravandana (a Patriotic song) composed by Rashtrasant Tukadoji Maharaj (prominently printed in college information brochure) at 11.32 am daily by all the students and staff is made compulsory to promote patriotic fervor among the students, teaching and non teaching staff.
12. The official song of RTM Nagpur University, Nagpur (printed in college information brochure) is recited at the commencement of every university program
13. It is ensured that the **results** of college unit tests and test examinations are declared within 15 days and counseling follows to alleviate students' difficulties and specially those of the failures.
14. It is made mandatory for students to appear for the class tests, unit tests, seminars and annual test examination. The students have taken the examination seriously and the measures have immensely benefited the students for the preparation of university examinations.

7.3.3 *What are the key factors that attract students and stakeholders, to the institution and result in stakeholder satisfaction?*

Some of the key factors that attract the students and the stakeholders, to the institution and result in the stakeholder's satisfaction are:

- **Premier institution:** The N H College, Bramhapuri holds the enviable reputation of being the premier institution of higher learning in the Eastern Vidarbha and the Central region of Maharashtra having a rich history of 50 years. Under N H Education Society, Bramhapuri, N H College will be completing 50 years in 2012. It is the Mother Institution that has brought education revolution in the region for rural, backward and tribal aspirants.
- **Focus on Vision & Mission:** The institution has and painstakingly preserved its vision, mission, ideals and identity in the changing world. It follows democratic norms, provides unbiased and non-discriminative atmosphere and is open to all scrutiny. These are some of the dreamed requirements of the stakeholders.
- **Academic Environment:** An incessantly growing education center, excellent gifted intelligentsia, grass root level infrastructure, intensive, extensive and continuous development, penchant for speed and cutting edge delivery methods are some of the factors that attract the stakeholders.
- **Library, Laboratory & Sports:** Library and Laboratory symbolizes the epitome of desire to excel in knowledge and skill delivery methods. The College has a huge, beautiful and eco-friendly campus of 42 acres with vast infrastructure, spacious buildings, equipments, laboratories, library with over 60,000 books and journals, indoor-outdoor games, vast playgrounds, gymnasium and coaching. From nutritional care to coaching, all sports facilities are available for sports-skill development.
- **Quality education:** The College imparts quality education in free and caring atmosphere with good results and builds intellectual capital through

faculty development and research. The college has high quality faculty and administrative staff.

- **Value education:** Induction of values through special drives contributes significantly in the faith of stakeholders and they are assured of proper nurture of their wards.
- **Support system:** Excellent support services, hostel accommodation, canteen, placement services, personality enhancement measures, sympathetic and caring view for disadvantaged and counseling are also the attracting factors.
- **Identity:** Its renowned alumni comprise distinguished leaders, statesmen, scientists, educationists, sports persons who have given an extraordinary identity to the college, recognition and acknowledgement not just in the country but also abroad.

The parents have complete faith in N H College traditions and values. Discipline, value-based education, regular classes, no ragging or harassment, safe for girls, care of disadvantaged, opportunities to participate in research, consistently good results, excellent infrastructure, experienced faculty, technology-enabled learning environment and progressive all round growth are some of other key factors that draw students and stakeholders to this institution in ever more numbers every year.

7.3.4 How does the institution elicit the cooperation from all stakeholders to ensure overall development of the students, considering the curricular and co-curricular activities, research, community orientation and the personal/spiritual development of the students?

The institution has good relationship with our stakeholders. The institution interacts with them and engages them in a variety of ways. The management, parents, alumni and staff cooperate and collaborate with one another in a concerted manner to fulfill its common objective of gearing the students to face the challenges of the world.

- Consultation, contribution and participation of all stakeholders are facilitated by the college through frequent meetings and interactions. The college invites them on many occasions as judges for extra-curricular and co-curricular events and activities. They are also invited as speakers and resource persons in order to share their knowledge and wisdom.
- The local medical practitioners offer free services to the college for its students' annual medical checkup drive, Health Care Unit and blood donation camps. Christianand Hospital and Rural Hospital provide doctors and knowhow at the time of medical events organized in the College.
- There is a two-way cooperation between the college and the stakeholders. Several of the eminent academic personalities of the region are involved in our research programmes either as committee members or as supervisors of research carried out in the college premises. Several eminent social workers are asked by the college to provide guidance in the extension and outreach activities that the college undertakes. On the other hand, the college also extends cooperation to outside bodies in terms of expertise, knowhow and facilities. The Forest Division, LIC, SBI, IMA, Hospitals, LIONS Club, Political Units, Sports Clubs etc organize many events in the college premises. The college provided grounds and infrastructure for organization of spiritual events, mass marriages, drama competitions etc. Many local sports events like those of local Hockey association, basketball association, Chess association, basket ball Sanmitra Club, etc are also organized in the college.

The stakeholders cooperate in a variety of ways for overall personality and spiritual development of the students

7.3.5 *How do you anticipate public concerns in your current and future programme offerings and operations?*

The college gives major consideration to public concerns in the devolution of current and future programme offerings and operations.

TOTAL	UG	PG	M Phil	PhD	Cert	Other*
35	8	12	6	6	3	5*
* Other excluded from Total, MPhil: 6 as workplace, PhD: 1 Recognized + 5 workplaces						

A few years back, the information explosion and jumps in communication technology created public apprehension that their wards may be denied skill-enhancement opportunities in the latest fields and technologies. This prompted the management and the college to initiate IT and management programmes. Anticipating their concerns, the college has started new and professional courses. From only three basic programmes in 1971, the college now offers 35 programmes as shown in the table.

The college ensures that the selection and choice of courses offered at the graduate and post-graduate levels are competent to meet the best standards of the market and the industry.

Looking at the potential, prospects and corporate needs; recently the college has introduced professional programmes BCCA, BBA, BCA. The research activities and PG courses are also started.

Apart from the public expectations and concerns about the quality and the competence from our institution, we have also addressed the other concerns of the society at large. Several of our seminars, workshops and extension services are centered on gender inequality, women's empowerment, AIDS/HIV awareness, health awareness, perils of indiscriminate use of plastic, protection of environment, and inculcating values of good citizenship among the youth. Through such and other activities, the institution tries to fulfill aspirations that the parents expect from us.

7.3.6 How does the institution promote social responsibilities and citizenship roles among the students? Does it have any exclusive programme for the same?

The college helps students to inculcate the values and responsibilities of good citizenship by involving them in community outreach programmes, social awareness camps, campaigns against various social ills through its NSS, NCC units of boys and girls, Women's Study & Service Center, Population Education Club and Women's Education Cell. They are the key agencies engaged in the promotion of social justice and good citizenship.

Some of the exclusive programmes run by the college are:

- **Eco-club:** As a part of environment awareness, the college has formed ECO-club.
- **Living Village Life:** During NSS camps, the students are made to stay for a day with the villagers in their huts or houses so as to learn civic responsibility.
- **No Vehicle Day:** 15th and 30th of every month are observed as 'No Vehicle Day'. On these two dates of every month, staff and students do not use petrol vehicles, they prefer bicycles instead.
- **Environment Protection:** To act against pollution, anti-tobacco notices are placed at various places depicting their hazards, rallies to deter people from use of plastic are organized
- **Value education:** *As a part of value education, Recitation of Rastravandana (a Patriotic song composed by Rashtrasant Tukadoji Maharaj) at 11.32 am daily by all the students and the staff is made compulsory. The official song of RTM Nagpur University, Nagpur is recited at the commencement of every university program.*
- **Constitutional Exercise:** Programs are organized inviting Judges and Lawyers who present in-depth views of the constitutional laws and regulations. Traffic control exercises are routinely followed.

7.3.7 *What are the institutional efforts to bring in community-orientation in its activities?*

The 12 extension units of N H College work for the betterment of the underprivileged classes of the society. The units/committee are: *NSS, NCC, Women Study Centre, Population Education Club and Continuing Education Program, Disaster Management, Nature Club, National Foundation for Communal Harmony, Women's Study & Service Center, Population Education Club, Health Care Unit, Girls Welfare, Tree Plantation*. With the active participation of the teachers and the students, the extension units have initiated a number of welfare programmes. The broad areas of work they regularly undertake are:

- Adoption of villages
- Construction of approach roads
- Construction of small dams for water conservation and water harvesting
- Soil and water testing and Guidance for cultivation
- Sanitary work and 'Hagandari Mukti' programme
- Awareness drives
- Eradication of illiteracy and of superstitions
- Work for socio-economic problems like farmers' suicides and child labour.

They also impart free training in sewing and embroidery enabling the poor women to get gainfully self-employed. Health Checkup camps are regularly arranged. Lectures by eminent and knowledgeable persons on aspects in agriculture, medicine and administration are organized.

The college has a highly active two NSS units and two NCC units that have their own social programmes and that involve students in extension activities. During disasters like floods and natural calamities, they organize medical help, blood-donation camps, relief operations and rehabilitation. The units maintain blood donors list along with blood groups. In any eventuality or accident or surgery, they are approached. The help is immediately rushed for the noble service of blood donation.

Each department of the college has a students' society. Many of the activities of these societies are community service oriented.

Apart from the extension and social services, the institution as a unit has contributed significantly in:

- Plantations and forestation. (for details please refer 3.1.6)
- Rain-water management- three water bodies and two wells are constructed in the campus and all the rain water is directed into them by pipelines and streams.
- Ideal-Village (Chorti and Saigata) formation, forest conservation and environment awareness in identified villages.
- For spiritual and value-added ambiance, close collaboration with 'Atmanusandhan Adyal Tekdi' is established.

7.3.8 How does your institution actively support and strengthen the neighborhood communities? How do you identify community needs and determine areas of emphasis for organizational involvement and support?

(The response is bunched with the response to the next point 7.3.8 a)

7.3.8 a) How do the faculty and students contribute in these activities?

The institution integrates its academic objectives with its commitment to social changes and community amalgamation. With senior college students' strength of more than 1700 and teaching staff strength of 31 (+ Contributory), coming from diverse social, religious and language groups, the demographics of the campus provide an excellent model to society on the virtues of cooperative living.

- The staff has taken a leading role in engaging with issues of national integration, terrorism, gender discrimination and other social malaise by organizing talks, poster exhibitions, road shows and even road rallies.

- Like cleanliness drives, plantations, and voluntary services, the staff takes an active part in all the events and the programmes that are conducted by the college.
- In the very beginning of new academic session, a village or villages are identified depending on analysis of disadvantages and community concerns and they are adopted and targeted for extension works. Construction of roads, soak pits, bridges, sanitary improvements etc; awareness drives and water conservation programmes are planned and effectively undertaken.
- As projects by the students and the faculty, surveys are conducted by the department of Geography, department of Home Economics and department of Botany regarding socio-economic status of surrounding villages and communities. The findings and inputs are communicated to the relevant government authorities and NGOs to adopt corrective measures.
- As has been detailed earlier, under the aegis of extension services, our faculty and students actively support and strengthen the neighborhood communities.

7.3.9 *Describe how your institution determines student satisfaction, relative to academic benchmarks? Do you update the approach in view of the current and future educational needs and challenges?*

Periodic feedback from students is taken by means of feedback forms on teacher performance, infrastructural facilities and career consultancy and placement services.

Student quality assurance cell is another vehicle through which the students voice their appreciation or dissatisfaction regarding facilities or processes or programmes. The data is then analyzed with a view to eliminate discrepancies and to upgrade teacher-learner process.

The college management and staff keep abreast with the emerging global trends and the shifting paradigms of education through continual knowledge enhancement. This forms the basis of revising and formulating new, innovative schemes and policies of successful education management.

Suggestion Boxes are placed for uninhibited and unrestrained anonymous expression.

Student feedback, Students Guardianship Scheme, Students Guidance and Career Development and Student Quality Assurance cell are some of our best practices and the college has taken these as serious mechanisms to be in intimate touch with student aspirations. The inputs from the students provide a fair idea of the performance parameters of teaching-learning process and their future needs. The college modifies its approach accordingly and introduces new courses, modern teaching methods and infrastructural facilities.

The alumni, especially those who have reached top positions in their career or who are serving in foreign countries, visit the college often, interact with the students and teachers and provide invaluable inputs about the latest trends and technological advances. Their suggestions are keenly followed. Their achievements in career are another parameters to determine the students' satisfaction.

7.3.10 *How do you build relationships?*

- *to attract and retain students*
- *to enhance students performance and*
- *to meet their expectations of learning*

Mentoring: The College has established an excellent reputation over the years by virtue of its excellent track record in academics, sports and extracurricular activities – factors that are by itself a reason enough for other students to seek admission. Moreover, students and staff share such an excellent rapport that their bonding goes beyond the mechanics of classroom teaching, career counseling and job placement. Students have excelled not only because of their merit but also because of the guidance and commendation of the faculty, often making their entry a lot easier into research institutes, professional organizations and industry.

Student Performance: Building a keen sense of competition, motivating students to give their best, rewarding and recognizing talent of students are some of the institutional practices that have gone a long way in enhancing students' performance.

Learning Expectations: The staff guides and counsels the students at every step of their college life. They help students to define their goals, act on their realization and aim at raising the performance bar. The teachers encourage the students to learn beyond the text, to acquire skills like upward proficiency in languages (the college offers a certificate course in Functional English), and to attend the workshops and seminars wherever possible. These efforts of the staff help to instill confidence in the students to face the challenges of the future.

Bonds: The students' personal difficulties are attended by the staff. The students are with us during their formative years of life, a slight deviation from the path of progress may endanger their future, hence friendly and timely counseling and help during jinxed up situations builds up permanent bonds between student and teacher.

7.3.10 What is your complaint management process? How do you ensure that these complaints are resolved promptly and effectively? How are complaints aggregated and analyzed for use in the improvement of the organization, and for better stakeholder-relationship and satisfaction?

- The college has effective **Local Managing Committee** (LMC). The LMC consists of three teacher representatives and one non-teaching staff representative besides the management executives. Any grievances can be aired to the managing authorities through these representatives; the college management takes into consideration the complaints of the students and staff; the complaints are dealt with quickly and smoothly by authorities.
- There is the **Students quality assurance cell** where the students are free to air their appreciation or dissatisfaction regarding infrastructure/facility/curricula/programmes and, in short, everything that they feel needs to be brought to the attention of the faculty and the management.
- The **students' council** also acts to air students' grievances.
- These mechanisms effectively deal with students' complaints. However, we do not want to overlook the importance of **informal interaction between staff and the students**. This one facet leads to bonhomie between the two equal contributors – staff and students – to an institution's health and this bonhomie goes a long way in resolving most of the complaints outside the mechanisms.
- Apart from the above, the **Parent-Teacher Association** deals with the complaints that the parents may have. **Alumni** members also help us create an environment conducive for student growth since these members have had a long relationship with the institution.
- For complaints of the members of the staff, the college encourages a direct discussion with the Principal or with the members of the Local Managing Committee.

Though most of them are oral and undocumented, the Principal takes note of each and every complaint; considers them in a positive sense as the system development tools and adopts remedial measures or conveys the

same to managing authorities for further improvements in organizational system.

ADDITIONAL PROBE FOR RE-ACCREDITATION:

1. *How are the Core Values of NAAC reflected in the various functions of the institution?*

These core values and efforts of this institution find a harmonious resonance with the core values of the NAAC. Some of the key points in our pursuit of the five core values are:

- **Contributing to National Development:**
 - Inclusive practices for disadvantaged students and sensitivity to their hardships in academic progress
 - Gender parity, equal opportunity
 - Sensitization to community services

- **Fostering Global Competencies among Students:**
 - Induction of modern subjects as per global needs
 - Training in skills developments
 - ICT teaching-learning processes

- **Inculcating a Value System among Students:**
 - Mandatory recitation of 'Rashtravandana'
 - Value-added courses and environment projects
 - Promotion of social responsibility through extension programmes
 - Support and strengthen neighbourhood communities

- **Promoting the Use of Technology:**
 - ICT based curriculum in every subject and discipline

- Use of Internet for information gathering and presentations

➤ **Quest for Excellence:**

- Quality of teaching-learning process is ensured
- Research Culture is developed
- Committees for continuous monitoring and betterment of every aspect

- ✓ All our activities, as described in the responses to the seven criteria of this RAR are characterized by an account of our pursuit of excellence so that our students are competent to compete at the Global state.
- ✓ The report reflects the fact that we have tried to adopt the latest technologies and make them available to the staff and the students so as to craft educational experience more wholesome and to compose teaching-learning process enjoyable and rewarding.
- ✓ The RAR bears testimony to our constant efforts to make our students sensitive to the needs of the underprivileged sections of the society, to nurture students who are socially responsible, to pursue excellence in social, academic, research, administrative and corporate fields of their choice so that they can contribute to the national development and hold values high in their conscious while doing any task assigned to them.

ANNEXURES

- I. A4 b) Permanent University Affiliation Certificate
- II. A6 Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act
- III. A9 Certificate of Rural and Backward area
- IV. 1.2.1 Program Options
- V. 1.5 Programmes where assessment of teachers by students is practiced
- VI. I.7 New Programmes 2004-05 to 2010-11
- VII. 1.10 Subjects and Papers in which Syllabi Revision took place
- VIII. 1.11 Provision for Project work etc. in the programme
- IX. 1.1.5 Representation on university committees by faculties
- X. 2.3,4 Academic Calendar
- XI. 2.02 Students Guardianship Scheme Objectives, Functions and details
- XII. 2.03 Record of physically challenged students in last five years
- XIII. 3.2.4 Papers and abstracts published in International/National Journals: file
Annexure 3.2.4 xls (Print from file)
- XIV. *Books/Text Books/Course materials/ Conference & Seminar Proceedings /
Software packages / learning materials published by the present faculty*
- XV. 6.5.4 *Budget allocations* statement
- XVI. 6.5.5 The Audit reports and Financial Statements
- XVII. 1.3.1 FEED-BACK format for STUDENTS
- XVIII. Format of Teachers Self Appraisal Form
- XIX. Format for Teachers Profile
- XX. Format for Confidential Report of Teacher
- XXI. 4.12 Master plan

Annexure IV 1.2.1 Programme Options

Range of programme options available to learners in terms of Degrees, Certificates and Diplomas				
Degree Courses UG,PG,post PG				
STREAM	DEGREE / PROGRAM	S/ N	OPTIONALS/SUBJECT GROUPS	No of OPTI ONS
SCIENCE	B Sc Math	1	Chemistry, Physics, Math	4
		2	Electronics, Physics, Math	
		3	Comp Science, Physics, Math	
		4	Comp Science, Electronics, Math	
	B Sc Bio	1	Chemistry, Botany, Zoology	3
		2	Chemistry, Botany, Microbiology	
		3	Chemistry, Zoology, Microbiology	
	B C A	1	Comp Science I,II,III, Electronics, Analytic Computation, Computational Methodology	1
	M Sc	1	Zoology	1
	M Sc	1	Physics	1
	Ph D *	1	Zoology	1
	M Phil	1	Zoology (Workplace)	1
M Phil	1	Botany (Workplace)	1	
M Phil	1	Chemistry (Workplace)	1	
M Phil	1	Physics (Workplace)	1	
COMMERCE	B Com	1	Human Resource Development	1
		2	Human Resource Management	
		3	Organizational Behaviour	
		4	Industrial Relations & Labour Laws	
	BCCA	1	Six Compulsory Papers	1
	M Com	1	Commerce	1
Ph D *	1	Commerce (Workplace)	1	

Continued on next page-

STREAM	DEGREE / PROGRAM	S/ N	OPTIONALS/SUBJECT GROUPS	No of OPTI ONS
ARTS	B A	1	Economics or Home Economics	192
		2	Political Science or Sociology	

	3	History or Geography	
	4	English Lit or Marathi Lit	
		(Any three subjects from above four Groups)	
B B A	1	Financial Management	4
	2	Human Resource Management	
	3	Marketing Management	
	4	Family Business Management	
M A	1	English	8
M A	2	Marathi	
M A	3	Geography	
M A	4	Sociology	
M A	5	Home Economics	
M A	6	Economics	
M A	7	Political Science	
M A	8	History	
Blib&Isc	1	Library Science	1
Mlib&Isc	1	Library Science	1
Ph D *	1	Geography (Workplace)	1
Ph D *	1	Poli Science(Workplace)	1
Ph D *	1	Economics(Workplace)	1
M Phil	1	Geography (Workplace)	1
M Phil	1	Home Economics (Workplace)	1
Ph D *	1	Physical Education(Workplace)	1
Certificate Courses *	1	Functional English	1
	1	Fashion Designing	1
	1	Phylosophy of Rashtrasant Tukdoji Maharaj	1
<i>All Program Options</i>	TOTAL OPTIONS		234
<i>Annual Programes</i>	TOTAL OPTIONS Annual System		225

* Commerce students can also opt for BBA.

ANNEXURE V

Programmes where assessment of teachers by students is practiced

N H COLLEGE, BRAMHAPURI			
Sl. No.	Programme Level	Stautus	Name of the Programme/ Course
i)	Under-graduate	Grant Basis	1.B.Sc. Bio
			2.B.Sc. Math
			3.B.Sc.Micro
			4.B.Sc.Comp Sc
			5.B.Com.
			6.B.A.
			7.B.B.A.
			8.B.C.A.
			9.B.C.C.A.
ii)	Post-graduate	Grant Basis	1.M.Com.
		No Grant Basis	2.M.A. His
			3.M.A. Pol Sc
			4.M.A. Geo
			5.M.A. H Eco
			6.M.A. Eco
			7.M.A. Eng
			8.M.A. Mar
			9.M.A. Soc
			10.M.Sc. Zoo
			11.M.Sc. Phy
			12.B.Lib.&Info Sc
			13.M.Lib.&Info Sc
Total : 22			

Annexure VII 1.10 Syllabi Revision and papers

Annexure VI

Year-wise New programmes introduced in last 5 years

B I.7

New programmes introduced in last 5 years				Level	
2004-05	1	1	M.Sc. (Phy) II	PG	
	2	2	M.Sc. (Zoo) II	PG	
	3	3	MA (Geo) II	PG	
	4	4	MA (Pol. Sci.) II	PG	
	5	5	MA (Hom. Eco) II	PG	
	6	6	MA (Eco) II	PG	
2005- 06	7	1	Higher Learning and Research in Zoology.	PG	
2007-08	8	1	B. Sc. (Microbiology)	UG	
	9	2	B. Com. ((Eng. Med)	UG	
2008- 09	10	1	BCA	UG	
	11	2	BBA	UG	
	12	3	BCCA	UG	
	13	4	BA (No Grant Basis)	UG	
	14	5	MA (Eng)	PG	
	15	6	MA (Mar)	PG	
	16	7	MA (His)	PG	
	17	8	MA (Soc)	PG	
	Ad-on Courses (6)				
	18	1	Environmental studies	Other	
	19	2	RTM Jivan Shikshan Abhiyan	Other	
	20	3	RTM Philosophy	Other	
	21	4	Courses BA under YCMOU	Other	
	22	5	B.Com under YCMOU	Other	
23	6	Preparatory course under YCMOU	Other		
2009- 10	24	1	M.Lib. and Information Science	PG	
	25	2	Cert Course In Functional English	Other	
2010- 11	26	1	Cert Course In Fashion Designing	Other	

Total = 26

TOTAL	UG	PG	OTHER
26	6	12	8

SYLLABI REVISION in SUBJECTS		Number of Theory Papers REVISED at UG			Number of Theory Papers REVISED at PG	
		I	II	III	I	II
1	Physics	3	3	3	5	5
2	Mathematics	3	3	3		
3	Chemistry	3	3	3		
4	Botany	3	3	3		
5	Zoology	3	3	3	4	4
6	Microbiology	2	2	2		
7	Electronics	2	2	2		
8	Computer Science	2	2	2		
9	English (SI 1, CI 1 II 1, AI 1, II 1, III 1)	3	2	1		
10	English Literature (AI 1, II 1, III 1)	1	1	1	4	4
11	Marathi (SI 1, CI 1 II 1, AI 1, II 1, III 1)	3	2	1		
12	Marathi Literature (AI 1, II 1, III 1)	1	1	1	4	4
13	Commerce & Management	5	5	6	4	4
14	Geography	1	1	1	4	4
15	Home Economics	1	1	1	4	4
16	Economics	1	1	1	4	4
17	History	1	1	1	4	4
18	Sociology	1	1	1	4	4
19	Political Science	1	1	1	4	4
20	Library Science				6	6
21	Commerce and Computer Applications BCCA	6	6	6		
22	Business Management BBA	7	7	7		
23	Computer Applications BCA	9	9	9		
TOTAL Papers Revised (UG I, II, III & PG I, II)		62	60	59	51	51
TOTAL Papers Revised UG + PG		181			102	
TOTAL Number of Papers Revised		283				

PROJECTS IN SUBJECTS:

- 1 PHYSICS
- 2 ELECTRONICS
- 3 BOTANY
- 4 MICROBIOLOGY
- 5 ZOOLOGY
- 6 COMPUTER SCIENCE
- 7 GEOGRAPHY
- 8 HOME- ECONOMICS
- ENVIRONMENT
- 9 SCIENCE

Annexure IX 1.1.5 - Representation on University Committees
N H College Faculty on University Statutory Bodies in Last Five
Years

Prof. P K Kotia	BOS of Languages	Chairman	
	BOS (English)	Member	
	Faculty of Arts	Member	
	Academic Council	Member	
	Doctoral Research Committee	Member	
	BUTR	Member	
Dr. W R Bhandarkar	BOS (Zoology)	Chairman	
	BOS (Zoology)	Member	2 Terms
	Faculty of Science	Member	
	Academic Council	Member	
	Examination Board	Chairman	
	Senate (Management category)	Member	
	Subject Committee	Member	
	Research Recognition Committee	Member	
BUTR	Member		
Dr. N S Kokode	BOS (Electronics)	Member	4 Terms
	Faculty of Science	Member	3 Terms
	Academic Council	Member	
	Examination Board	Chairman	
	Subject Committee	Member	
	Ordinance & Draft Committee	Member	
	Mah. State Board of SSC & HSSC (Physics) Education Pune.	Member	
	University Reservation Cell	Member	
	Building Committee as per UGC directives for Chandrapur District	Member	
	NSS District President	Member	
	Uni Personality Development Comm.	Member	
YCMOU Advisory Board, Nasik	Member		
Prof. BG Rade	BOS (Marathi)	Member	
	Faculty of Arts	Member	
Prof C W Motghare	BOS (Business Economy)	Member	
	Faculty of Commerce	Member	
Dr D A Pardhi	BOS (Geography)	Chairman	
	BOS (Geography)	Member	2 Terms
	Moderation Committee (Geography)	Chairman	5 Years
	Faculty of Social Science	Member	
	Academic Council	Member	
	Examination Board	Member	
	Subject Committee	Member	
	Research Recognition Committee	Member	
BUTR	Member		
Dr R G Deshmukh	BOS (Botany)	Member	
Prof R P Rais	BOS (Maths)	Member	
Prof R K Chaube	BOS (Languages)	Member	
Prof R S Singh	BOS (English)	Member	

Annexure X

2.3,4 ACADEMIC CALENDAR 2009-10

365 Total days of the year 2009-10

21	Holidays other than vacations		
31	Winter vacation	1	Holiday
45	Summer Vacation	2	Holidays
97	Total of above		
41	Sundays other than vacations		

Total	Sundays	52
Winter	Sundays	4
Summer	Sundays	7
		41

138 Total leave days including vacations

289 Total Working Days 2009-10 = 365 days of year - 52 Sundays - (21+1+2=24) Holidays

10 University Exam days Common for all Classes

2 Teaching suspended due sad demise of Prof A B Jagne, H S Bhagadkar VP

2 National conferences in History, Sociology, Physics, Electronics, Geography

2 College Day Celebration

273 Total Teaching Days 2009-

10

Annexure XI Students' Guardianship Scheme Objectives, Functions and details
– 2.02

N H COLLEGE, BRAMHAPURI
STUDENTS GUARDIANSHIP SCHEME

OBJECTIVE – *To provide facility for overall development of students, to help deprived and needy students, to minimize dropout rate*

FUNCTIONS:

- 1) selecting teachers for the scheme
- 2) allotment of students-boys & girls- class wise to teachers (in case of large number of students, two teachers may be allotted, not more than ~ 50 per teacher)
- 3) preparing students' profile
- 4) identify weak, slow and advance learners, differently abled students and organize student oriented programs
- 5) mentoring, counseling and motivation
- 6) arrange regular/ monthly dialogue / meeting with students
- 7) encourage the students for development program
- 8) acquaint them with various welfare schemes - college and governmental
- 9) visit their place of residence for on the spot assessment and to build closer bonds
- 10) help the students to overcome any of their difficulties
- 11) special care at the time of exams
- 12) maintain their health records
- 13) maintain records of all actions
- 14) submit report monthly to steering committee, discuss and seek instruction if any

GUARDIANS

S/N	CLASS	GUARDIAN	S/N	CLASS	GUARDIAN
1	BA I A	R K Dange, M R Kapgate	9	BSc I M	Yogesh Thawari, Ratan Meshram
2	BA I B	Sunil Chaudhari, P P Wattti	10	BSc I B	Dr Mohan Wadekar
3	BA II A	Dhanraj Khanorkar, P D Wankhade	11	BSc II M	Bandu Gedam
4	BA II B	Balaji Damkondwar, M A Pathade	12	BSc II B	Dr Amir Dhamani
5	BA III A	Arti Samarth, M A Sheikh	13	BSc III M	Dhananjay Gahane
6	BA III B	Varsha Chandanshive	14	BSc III B	Dr E L Ramteke
7	BCom I	Akash Meshram	15	BCom II	Bhaskar Lengure
8	BCom III	T K Gedam	16	MCom I,II	Ku Rekha Meshram

STEERING COMMITTEE

S J Tidke, *Coordinator, IQAC;*
Geography

Dr D A Pardhi, *V P & HoD*

Dr Ku Rekha Meshram, *HoD Commerce*
Physics

Dr P S Hemne, *V P & HoD*

Annexure XII

N H COLLEGE, BRAMHAPURI

Record of physically challenged students in last five years (2004-05 to 2010-11)

S/N	ACADEMIC SESSION	NAME of PHYSICLLY CHALLENGED STUDENT	CLASS	NATURE of DIABILITY
1	2004-05	Kanhiya D Akare	MA I	PH
2		Sunil T Raut	BA I	Hand
1	2005-06	Thamdeo Thengre	BA I	PH
2		Rakesh B Jure	BSc I	PH
3		Devendra R Rakhade	BA II	PH
4		Sunil T Raut	BA II	Hand
5		P M Pradhan	BA III	PH
6		Shrikant K Nakhate	BA III	PH
7		Arvind D Pise	MCom I	Hand
8		Kanhiya D Akare	MA II	PH
9		Hiralal B Dani	XI Science	leg
10		Sandeep V Vairagade	XII Science	Blind
1	2006-07	Thamdeo Thengre	BA II	PH
2		Arvind D Pise	MCom II	Hand
3		Eknath R Deshkar	MA I	PH
4		Kalidas M Thakre	MA I	PH
5		Chetan G Panse	XI Science	PH
6		Hiralal B Dani	XII Science	leg
7		Abhishek S Rohankar	XI Commerce	PH
1	2007-08	Santosh S Naktode	BCA I	PH
2		Thamdeo Thengre	BA III	PH
3		Anil T Kapgate	MA I	PH
4		Sachin D Rakhade	XI Science	PH
5		Chetan G Panse	XII Science	PH
6		Abhishek S Rohankar	XII Commerce	PH
1	2008-09	Thamdeo Thengre	MA I	PH
2		Sachin D Rakhade	XII Science	PH
3		Pradip G Sundarkar	XI Commerce	Blind
4		Nitesh V Donadkar	XI Science	PH
1	2009-10	Ku Rekha Taliram Fating,	BAI, PolSc, His, MLt	Right Leg
2		Roshan Yengantiwar	BA III	Both legs crooked
3		Ku Heen L Wadikar	BA I	PH
4		Thamdeo Thengre	MA II	PH
5		Sachin N Khobragade	XI Science	PH
6		Nitesh V Donadkar	XII Science	PH
7		Pradip G Sundarkar	XII Commerce	Blind

1	2010-11	Ku Rekha Taliram Fating,	BAll, PolSc, His, MLt	Right Leg
2		Roshan Yengantiwar	MA I	Both legs crooked
3		Hiralal Baburao Dani	BCom I	Right Leg Polio
4		Nikhil S Sorte	BCom I	PH
5		Sachin N Khobragade	XII Science	PH

Annexure – XIV

Books/Text Books/Course materials/ Conference & Seminar Proceedings / Software packages / learning materials published by the present faculty

Books / Text Books / Course materials

Dr. Namdeo Shriram Kokode, Principal & HoD, Dept of Electronics

- | |
|--|
| 1. Text Book of M. S. Board of Sec. and Higher Sec. Board Pune for Subject Physics for Std. XI. |
| 2. Text Book of M. S. Board of Sec. and Higher Sec. Board Pune for Subject Physics for Std. XII. |

Dr. P S Hemne, HoD Dept of Physics

- | |
|--|
| 3. PHYSICS FOR DEGREE STUDENTS of B.Sc. I published by S. Chand & Company Ltd, New Delhi. |
| 4. QUESTION BANK IN PHYSICS for B.Sc. I published by S. Chand & Company Ltd, New Delhi. |
| 5. HEAT, THERMODYNAMICS & STATISTICAL PHYSICS published by S. Chand & Company Ltd, New Delhi. |
| 6. PHYSICS PAPER I for B.Sc. III , as per UGC syllabus, published by Das Ganu publication, Nagpur. |
| 7. PHYSICS PAPER II for B.Sc. III , as per UGC syllabus, published by Das Ganu publication, Nagpur. |
| 8. PHYSICS PAPER III for B.Sc. III , as per UGC syllabus, published by Das Ganu publication, Nagpur. |
| 9. TEXT BOOK OF PHYSICS for XI std., published by Das Ganu publication, Nagpur. |
| 10. TEXT BOOK OF PHYSICS for XII std., published by Das Ganu publication, Nagpur. |
| 11. PHYSICS PRACTICALS FOR DEGREE STUDENTS published by S. Chand & Company Ltd, New Delhi |

S J Tidke, Dept of Physics

- | |
|---|
| 12. Biography of some Indian Scientists |
|---|

Dr. A.A.Dhamani, HoD, Dept of Zoology

13. Amir-Kishore' Notes of Zoology- BSc I Paper I : Nonchordates
14. Amir-Kishore' Notes of Zoology- BSc I Paper II : Cell Biology
15. Amir-Kishore' Notes of Zoology- BSc I Paper III : Environmental Biology
16. Amir-Kishore' Notes of Zoology- BSc II Paper I : Chordates
17. Amir-Kishore' Notes of Zoology- BSc II Paper II : Genetics & Genetic Engineering
18. Amir-Kishore' Notes of Zoology- BSc II Paper III : Developmental Biology
19. Amir-Kishore' Notes of Zoology- BSc III Paper I : General Mammalian Physiology
20. Amir-Kishore' Notes of Zoology- BSc III Paper II : Evolution, Etiology, applied Ecology and Animal Tissue techniques
21. Amir-Kishore' Notes of Zoology- BSc III Paper III : Entomology
22. A Text Book of Environmental Studies
23. Paryavaran Abhyas
24. BSc I Zoology (Paper- I / Paper- II / Paper- III)
25. BSc II Zoology (Paper- I / Paper- II / Paper- III)
26. BSc III Zoology (Paper- I)
27. BSc III Zoology (Paper- II)
28. Practical Zoology – A Handbook for BSc Part I
29. Practical Zoology – A Handbook for BSc Part II

Dr D A Pardhi, HoD, Dept of Geography

30. Paryavaran bhugol

Dr. Subhash M. Shekokar, HoD, Dept of Physical Education

31. A collection of Terms of Definitions in Physical Education, Published by - Suyog Prakashan, Deorankar Nagar, Amravati - 5, 1st Edition, 2006
--

D. L. Khanorkar, HoD, Dept of Marathi

32. "ManaSajana" Charoli kavya 2006 "Amchya Kavita"

33. Pratinidhik Kavita sangraha 2008

N. M. Jengathe, Dept of English

34. "FOURTH HINDU & SAMAJ MANTHAN" through Nirmik Publications.

35. "Samaj Manthan" Prakashanparva-2007

ARTICLES Written / Other Publication

Dr. Subhash M. Shekokar, HoD, Dept of Physical Education

Different Sports & Other's Articles Published in Different News Papers & Magazines:			
1.	'Adhyatmic Watchal' (Spiritual Heritage) -	Weekly	
	'Hunter' -24/12/1990		
2.	'Ajachya Vidyarthi' (Present Student) -	Weekly	'Hunter'
	3/1/1990		
3.	Importance of Hemoglobin in Sports Medicine -	Silver	
	Jubilee Souvenir 2003		
4.	Need & Importance of Specific Medical Tests of Players-		
	Weekly PP 11/12/06		
5.	Cultural Value of Sports -	Weekly	Prakash Parva
	9/01/2007		
6.	Health -	Weekly	Prakash Parva
	16/01/2007		
7.	Sports Committee & Organization -	Weekly	Prakash Parva
	6/02/2007		

D. L. Khanorkar, HoD, Dept of Marathi

Many articles, criticism, poetry written in Daily Lokmat, Daily Deshonnati, Daily Sakal, Weekly Blast

N. M. Jengathe, Dept of English,

Published about 75 articles & editorials in Newspapers & Magazines.
Submitted thesis to IIHR, New Delhi on "H. R. of Average Students in Higher Secondary Schools".
Editor of weekly 'PRIVARTAN JYOT' for 7 years.
Reporter of Daily 'LOKMAT TIMES' for 2 years

LIST of SOFTWARES produced by the FACULTY of N H College

1. **Prof. Satish Tidke,**

Department of Physics, N H College, Bramhapuri

- i. **Computerization of Energy Billing System**- MSEB, Bramhapuri
- j. - MSEB, Nagbhid
- k. - MSEB, Armori
- l. - MSEB, Chamorshi
- m. - MSEB, Sironcha
- n. - MSEB, Kurkheda
- o. - MSEB, Chimur
- p. **Software for Energy Billing** -MSEB, Bramhapuri Division
- q. -MSEB, Gadchiroli Division

2. **Ravi Thakur, Lecturer,**

Department of Computer Science, N H College, Bramhapuri

- 1. GPF Software – N H. College , Bramhapuri
- 2. Salary software - N H. College , Bramhapuri
- 3. Evaluation of Teacher - N H. College , Bramhapuri
- 4. Form16 software - N H. College , Bramhapuri
- 5. Library Software - Dr. Babasaheb Ambedkar
College , Bramhapuri
- 6. Kids Software (Admission Software) – Hindu Dyan Mandir ,
Bramhapuri
- 7. Kids Software (Admission Software) – MotherPets , Bramhapuri
- 8. Kids Software (Admission Software) – Kuthe Patil Convent ,
Wadsa
- 9. Kids Software (Admission Software) – Twinkle Star , Nagbhid
- 10. Stock & Vehicle Maintance – Chintamani Motors ,
Bramhapuri
- 11. Stock & Vehicle Maintance – Bajaj Motors , Bramhapuri
- 12. Stock & Vehicle Maintance – TVS Motors , Bramhapuri
- 13. Stock & Vehicle Maintance - S.B. Auto , Armori
- 14. Stock Maintance – Surbhi Plywood , Bramhapuri

3. **D. H. Gahane,**

Department of Electronics, N H College, Bramhapuri

- 1. Examination System – N. H. College , Bramhapuri
- 2. Academic Excellence System – N H. College , Bramhapuri

4. **A S MESHRAM, Department of Commerce**

- 1. Accounting software
- 2. Business websites
- 3. Share market website

Proceedings of Conference/Seminar published
by the FACULTY of N H College

1. "Globalization: Marathi Language and Literature" UGC sponsored 2-day National Conference organized by Dept of Marathi. 12-13/01/2007
2. Vidarbha Non-Teaching Employees of Non-Govt Colleges Association – II Conference, published by N H College, Bramhapuri. 04/02/2007
3. "MANIKGANDH" Literature of Rashtasant Tukadoji Maharaj-10th Conference. 11/10/2008
4. "Women Empowerment in India" UGC sponsored National Seminar organized by Dept of Sociology. 06/02/2010
5. "TERRORISM: Historical, Political & Social Analysis" UGC sponsored National Seminar organized by Dept of History. 06/02/2010
6. "Synthesis of Advanced Materials and their Applications: SAMA-2010" UGC sponsored National Seminar organized by Dept of Physics. 13/03/2010
7. "Recent Trends in Digital Communication:RTDC-2010" UGC sponsored National Seminar organized by Dept of Electronics. 13/03/2010
8. "Concept of Mineral Economics & Significance of Minerals in National Economy" UGC sponsored National Seminar organized by Dept of Geography. 13/03/2010
9. "KARMAYODDHA" Memoire –Hon'ble Late Shri Hiralalji Bhaiya, Ex-MLA. 15/08/2010
10. "Advanced Techniques in Sports Medicines and Games & Sports" UGC sponsored National Seminar organized by Dept of Physical Education. 08/03/2011

EVALUATION of TEACHERS by STUDENTS

Students should Evaluate their Teachers and mark ranking on following Five point scale

Excellent- 5, Very Good- 4, Good- 3, Average- 2, Below Average- 1

CLASS - BA / BCom / BSc / BBA / BCom (CA) / BCA

Part- I II III

FACULTY ARTS / COMMERCE / SCIENCE

(Please tick whichever is applicable)

Subjects Offered-

NAME of the TEACHER - ----->

SUBJECT --->

1	2	3	4	5	6	7	8	9	10

A GENERAL

		1	2	3	4	5	6	7	8	9	10
1	Command over medium of teaching										
2	Class Control										
3	General Knowledge										
4	Regularity in Engaging Classess										
5	Explanation of any Difficulties										
6	General Availability in College Premises										
7	Attitude towards Students										
8	Willingness to help the Students										
9	Participation in Extra-Curricular Activities										
10	Interaction and General Behaviour										
	TOTAL A										

B SUBJECT RELATED

		1	2	3	4	5	6	7	8	9	10
1	Command over Subject										
2	Use of current events and Audio-Visual Aids										
3	Enhancing student's interest in the subject										
4	Asking short questions to students										
5	Conducting Unit Tests										
6	Practice of giving home assignments										
7	Readiness to evaluate assigments on submission										
8	Encouraging students to ask questions										
9	Motivation to read reference books										
10	Help in preparation for University Exam										
	TOTAL B										

Annexure XVIII Format for **Profile of the Teacher**

N H COLLEGE, Bramhapuri
Proforma : 02
Profile of the Teacher

IQAC

i) General Information

Name (Surname First):

Address (Residential) :

Date of Birth :

Contact No :

e-

mail:

Designation :

Department :

ii) Academic Qualifications

Exam Passed	Board/University	Year	Division/Grade /Merit etc.
High School			
Higher Secondary or Pre-degree			
Bachelor's Degree (s)			
Master's Degree (s) (specify Subject-			
Research Degree (s)			
Other Diploma / Certificates etc.			

iii) Research Experience & Training

Research Stage	Title of work/Theses	University where the work was carried out
M.Phil or equivalent		
Ph.D.		
Post-Doctoral		
Publications (give a list separately)		
Research Guidance		
Training (please specify)		

iv) Research Projects carried out

Title of the Project	Name of the funding Agency	Duration	Remarks

v) Seminars, Conferences, Symposia Workshops etc. attended

Sr No	Name of the Seminar/ Conference/ Symposia Workshop, etc.	Name of the Sponsoring Agency/ Organising Institute	Place and Date

vi) Teaching Experience

Courses Taught	Name of the University/ College / Institution	Duration	Total Experience
U.G. (B.A./B.Sc., etc)			
P.G. (M.A./ M.Sc., etc.)			
M.Phil			
Any other			

vii) Innovations/Contributions in Teaching

- a) Design of Curriculum
- b) Teaching methods
- c) Laboratory experiments
- d) Evaluation methods
- e) Preparation of resource material
- f) Including books, reading materials,
- g) Laboratory manuals etc.
- h) Remedial Teaching / Student Counseling (academic)
- i) Any Other

viii) Extension Work/Community Service

Please give a short account of your contribution to:

- a) Community work such as values of National Integration secularism, democracy, socialism, humanism, peace, scientific temper, flood or drought relief, small family norms etc.
- b) National Literacy Mission
- b) Positions held/Leadership role played in organizations linked with Extension Work and National Service Scheme (NSS), or NCC or any other similar activity

ix). Participation in Corporate Life: Please give a short account of your contribution to :

- a) College/University/Institution
- b) Co-curricular Activities
- c) Enrichment of Campus Life
(Hostels, sports, games, cultural activities)
- d) Students Welfare and Discipline
- e) Membership/Participation in Bodies/Committees on Education and National Development
- f) Professional Organization of Teachers.

x). Membership of Professional Bodies, Societies etc.

xi) Editorship of Journals

xii). Any other information

(Signature
of the Teacher)

N.H. College, Bramhapuri
Self-Assessment Form for Teachers - Year - 20 -20

1. Name of the Teacher:
2. Designation: 3.
Department:
4. Teaching Experience: 5.
Date of Birth:
6. Subject taught:
7. Educational Qualifications: Degree-
year-
8. Academic Professional Growth
 - i. Research qualification acquired:
 - ii. Research project undertaken:
 - iii. Research paper published indicating title and
name of journal in which published:
 - iv. Guidance rendered to research scholar:
 - v. Participation in Seminar, Workshops and
conferences:
 - vi. Participation in orientation and refresher courses:
 - vii. Faculty improvement programme:
 - viii. Any other type of training:
9. Participation in extra mural activities
 - i. Extracurricular activities:
 - ii. Service to community extension:

10. Help rendered in college administration by
Membership of various communities

11. Membership in University bodies/professional
associations
(Present as well as former membership):

12. Teaching Methods applied

- i. Distribution lecture synopsis and bibliography:
- ii. Encouraging questions in the class:
- iii. Announcing topics for discussion in advance:
- iv. Holding Seminars:
- v. Use of audio-Visual aids:

13. Contribution to COSIP & COHSSIP Scheme in the
college or through ULP:

14. Any other contribution in

- i. Teaching Methods
- ii. Evaluation techniques
- iii. Course development

15. Any other information in the career growth

Date:
of Teacher

Signature

Annexure XX Annual Confidential Report of Teacher

NEVJABAI HITKARINI COLLEGE, BRAMHAPURI.

Annual Confidential Report of Teacher: 20 - 20

- 1) Name of the Teacher:
.....
- 2) Category (Open/S.C./S.T./V.J./N.T./Any other) :
.....
- 3) Subject: Designation:
.....
- 4) Date of Appointment: Scale of Pay:
.....
- 5) Date on which C.A.S. Promotion is due:
.....

Confidential Report on the following points:

- 1) Punctuality:
- 2) Regularity in Engaging Classes:
.....
- 3) Students Evaluation:
.....
- 4) Regularity regarding presence for five hours in college:
.....
- 5) Contribution to the college Administration:
.....
- 6) Respect for authorities and seniors:
.....
- 7) Relation with other teacher:
.....
- 8) Relation with non-teaching staff:
.....
- 9) Attendance in various programmes/functions:
.....

10) Participation in the University Examination:

.....

11) Participation in unit tests and test:

.....

12) Improvement on the last C.R. :

.....

Date:-
Authority.

Signature of the C.R. Preparing

Date :-
Principal / President

(Please read the notes given overleaf)

Copy Received.

Date :-

Signature of the Teacher

Notes

- 1) The Credits of the C.R. to be given in the following manner:

Outstanding	A (+)
Very Good	A
Nearly very Good	A (-)
Positively Good	B (+)
Good	B
Average	B (-)
Below Average	C

- 2) The C.R. for teacher (Excluding the Heads of the Department is to be prepared by the concerned H.O.D.
- 3) The C.R. for H.O.D. is to be prepared by the Vice-Principal
- 4) The C.R. For Vice- Principal is to be prepared by the Principal
- 5) The C.R. For Principal is to be prepared by the Secretary of the Society.
- 6) The C.R. is to be prepared in Two copies out of which one is to be forwarded to the concerned teacher for improvement or explanation if any, after it is approved by the Principal (in case of Principal by the President)

ABBREVIATIONS

ATKT	Allowed To Keep Term
BA	Bachelor of Arts
BBA	Bachelor of Business Administration
BCCA	Bachelor of Commerce in Computer Applications
BCom	Bachelor of Commerce
BCS	Bachelor of Computer Science
BLib & Info Sc	Bachelor of Library and Information Science
BoS	Board of Study
BSc	Bachelor of Science
CBZ	Chemistry Botany Zoology
CHB	Clock Hour Basis
CHLR	Center for Higher Learning and Research
Dept	Department
DVD	Digital Video Diskette
FDP	Faculty Development Programme
HoD	Head of the Department
HSSC	Higher Secondary School Certificate
IAS	Indian Administrative Services
ICT	Information and Communication Technology
INFLIBNET	Information and Library Network
IQAC	Internal Quality Assurance Cell
IT	Information Technology
LMC	Local Managing Committee
MA	Master of Arts
MCom	Master of Commerce
MCVC	Minimum Competency Vocational Course
MIS	Management Information System
MLib & Info Sc	Master of Library and Information Science
MoU	Memorandum of Understanding

MPhil	Master of Philosophy
MRP	Minor Research Project
MSc	Master of Science
NET	National Eligibility Test
NGO	Non Governmental Organization
NHC	Nevjabai Hitkarini College
NHCB	Nevjabai Hitkarini College, Bramhapuri
NHCEWFS	N H College employees' Welfare Fund for Students
NHESB	Nevjabai Hitkarini Education Society, Bramhapuri
OBC	Other Backward Caste
OPAC	Online Public Access Catalogue service
PG	Post Graduate
PhD	Doctor of Philosophy
RTM	Rashtrasant Tukadoji Maharaj
SC	Scheduled Caste
SLET or SET	State Level Eligibility Test
SQAC	Student Quality Assurance Cell
SSC	Secondary School Certificate
ST	Scheduled Tribe
UG	Under Graduate
UGC	University Grants Commission, New Delhi
YCMOU	Yashwantrao Chavan Maharashtra Open University