P.W.S. ARTS AND COMMERCE COLLEGE,

Kamptee Road, Nagpur

The Annual Quality Assurance Report (AQAR) of the IQAC
2013-14

Part – A

AQAR for the year *(for example 2013-14)*   2013-2014

1. Details of the Institution

1.1 Name of the Institution   PWS Arts and Commerce College

1.2 Address Line 1   Kamptee Road

Address Line 2   Teka-Naka

City/Town   Nagpur

State   Maharashtra

Pin Code   440026

Institution e-mail address   principal@pws college.edu.in

Contact Nos.   0712-2653711

Name of the Head of the Institution: Dr. R. P. Gan

Tel. No. with STD Code: 0712-2653711

Mobile: 9890441589

Name of the IQAC Co-ordinator: Dr. Shubha Mishra

Mobile: 9422802462

IQAC e-mail address: principal@pwscollege.edu.in

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*   13247

OR

1.4 **NAAC Executive Committee No. & Date:**   EC/57/RAR/42
   (For Example EC/32/A&A/143 dated 3-5-2004.
   This EC no. is available in the right corner- bottom
   of your institution's Accreditation Certificate)

1.5 Website address: www.pwscollege.edu.in

==Web-link of the AQAR==:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B+	76.50	2004	5 years
2	2nd Cycle	B	2.64	2011	5 years
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   10/12/2002

==1.8== Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

   i. AQAR 2011-12 submitted to NAAC on 30/09/2012

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ii. AQAR 2012-13 submitted to NAAC on 17/12/2013

1.9 Institutional Status

University   State [√] Central [ ] Deemed [ ] Private [ ]

Affiliated College   Yes [√]   No [ ]

Constituent College   Yes [ ]   No [ ]

Autonomous college of UGC   Yes [ ]   No [ ]

Regulatory Agency approved Institution   Yes [ ]   No [ ]

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

Type of Institution   Co-education [√]   Men [ ]   Women [ ]

Urban [√]   Rural [ ]   Tribal [ ]

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

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

1.10 Type of Faculty/Programme

Arts [√]   Science [ ]   Commerce [√]   Law [ ]   PEI (Phys Edu) [ ]

TEI (Edu) [ ]   Engineering [ ]   Health Science [ ]   Management [ ]

Others (Specify)   [.]

1.11 Name of the Affiliating University *(for the Colleges)*   [Rashtrasant Tukdoji Maharaj Nagpur University]

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc: None

Autonomy by State/Central Govt. / University   [ ]

University with Potential for Excellence   [ ]   UGC-CPE   [ ]

DST Star Scheme   UGC-CE

UGC-Special Assistance Programme   [ ]   DST-FIST   [ ]

UGC-Innovative PG programmes   [ ]   Any other (*Specify*)   [ ]

UGC-COP Programmes   [ ]

2. IQAC Composition and Activities

2.1 No. of Teachers   05

2.2 No. of Administrative/Technical staff   02

2.3 No. of students   01

2.4 No. of Management representatives   01

2.5 No. of Alumni   02

2. 6 No. of any other stakeholder and
        community representatives   02

2.7 No. of Employers/ Industrialists   None

2.8 No. of other External Experts   None

2.9 Total No. of members   13

2.10 No. of IQAC meetings held   2 meetings per year

2.11 No. of meetings with various stakeholders: No.   Faculty   2

Non-Teaching Staff Students   2   Alumni   2   Others   2

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

If yes, mention the amount ☐

2.13 Seminars and Conferences (only quality related): None

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

Total Nos. ☐   International ☐   National ☐   State ☐   Institution Level ☐

(ii) Themes ☐

2.14 Significant Activities and contributions made by IQAC

IQAC is an important unit which monitors the overall activities of the college.

The major contribution is monitoring the academic activities and sports related activities through official meetings and casual interaction

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
IQAC makes a yearly plan of action and monitors various activities concerning quality enhancement. In 2013-14 the following plan was chalked out: • Organizing National Level Conferences/seminars • MITCON organized course on soft skills • NSS related Extension activities • Improving results	**Achievements:** • Department of English organized a National Level Creative Writers Meet • In collaboration with MITCON, A month long course on soft skills was organized for the second time. A batch of 55 students was trained to face interview and competition exams stipend was also given to students. • Through NSS various health, social and extension activities conducted. • For improving results extra coaching classes test series and bridge courses were organised.

Attach the Academic Calendar of the year as Annexure.

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

Management [√]   Syndicate [ ]   Any other body [ ]

Provide the details of the action taken

> The AQAR was placed before the management of the institution, through the representative management Nominee (LMC). Various quality measures to improve the academics was suggested by IQAC which were implemented.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	10	None	None	None
UG	02	None	None	None
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	12			

Interdisciplinary				
Innovative				

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

 (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	10
Trimester	-
Annual	02

1.3 Feedback from stakeholders*   Alumni ☐   Parents ☐   Employers ☐   Students ☐ √
    (On all aspects)

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

*Please provide an analysis of the feedback in the Annexure

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

> Revision of syllabi is done every 3 years by the University. In this year B.A. part I and B. Com part I was revised. It was revised to make subjects more skill based. Eg. In compulsory English a component of Step Up I for improving Spoken Skills has been introduced.

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

> UGC sponsored Buddhist Studies Centre and Ambedkar Studies Centre were introduced in this year (Annexure)

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
30	19	11		

2.2 No. of permanent faculty with Ph.D.   10

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
03	04								

2.4 No. of Guest and Visiting faculty and Temporary faculty   1   26

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	35	44	13
Presented papers	18	25	03
Resource Persons		03	02

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

Department of Hindi- "Shodh Satsang"

- Department of Hindi introduced an innovative practice of "Shodh Satsang" to enhance the Research Aptitude among faculty and students. Each faculty member who had completed their Ph.D. were invited for a workshop in Department of Hindi. The Topic, Objectives, Social context were all discussed. This practice not only helped faculty members but also the students.

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

190

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

As per University Rules only

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

BoS- 02

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise Distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A. Final	169			57.58%	36.37%	19.53%
B.Com Final	80			82.87%	36.37	23.75%

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

The college has only 02 programmes at the UG level, therefore IQAC monitors teaching process by interacting with faculty members and students. The results are also monitored and meetings are regularly conducted by HoDs.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	03
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	03
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	01
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	30	05	---	---
Technical Staff				

Criterion – III

3. Research, Consultancy and Extension

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

- The Research Climate is promoted by allowing teachers to attend Conferences and Workshops
- The teachers are encouraged to take up MRP, Major and Minor projects
- Regular Seminars and Workshops are organized for students by different departments
- Interdisciplinary Annual Journal *Perspectives* and a collaborative Annual Journal of English *Cenacle* are published

3.2   Details regarding major projects: **None**

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	04	04	04	05
Outlay in Rs. Lakhs				

3.4   Details on research publications

	International	National	Others
Peer Review Journals		13	
Non-Peer Review Journals		02	
e-Journals			
Conference proceedings		09	

3.5 Details on Impact factor of publications: None

Range [　]   Average [　]   h-index [　]   Nos. in SCOPUS [　]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	02	UGC	385000	292500
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total				

3.7 No. of books published (<mark>Annexure</mark>)   i) With ISBN No. [01]   Chapters in Edited Books [02]

ii) Without ISBN No. [01]

3.8 No. of University Departments receiving funds from: None

UGC-SAP [　]   CAS [　]   DST-FIST [　]

DPE [　]   DBT Scheme/funds [　]

3.9 For colleges   Autonomy [　]   CPE [　]   DBT Star Scheme [　]

INSPIRE [　]   CE [　]   Any Other (specify) [　]

3.10 Revenue generated through consultancy

> The institution is an Arts and Commerce College. Therefore there is no consultancy services provided or revenue generated.

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number		02			
Sponsoring agencies					

Workshop

State Level	Other
	03

3.12 No. of faculty served as experts, chairpersons or resource persons   05

3.13 No. of collaborations   International ☐   National ☐   Any other   02

3.14 No. of linkages created during this year   None

3.15 Total budget for research for current year in lakhs :

From funding agency   385000   From Management of University/College ☐

Total ☐

3.16 No. of patents received this year: none

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

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

Total	International	National	State	University	Dist	College
05		03			02	

3.18 No. of faculty from the Institution
who are Ph. D. Guides   07
and students registered under them   36

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

26

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

JRF 03   SRF [ ]   Project Fellows 03   Any other [ ]

3.21 No. of students Participated in NSS events:

University level 113   State level [ ]

National level [ ]   International level [ ]

3.22 No. of students participated in NCC events:

University level 19   State level 05

National level 02   International level [ ]

3.23 No. of Awards won in NSS:

University level 01   State level [ ]

National level [ ]   International level [ ]

3.24 No. of Awards won in NCC:

University level [ ]   State level [ ]

National level [ ]   International level [ ]

3.25 No. of Extension activities organized

University forum 04   College forum 05

NCC [ ]   NSS 10   Any other 03

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

Major extension activities are related to the upliftment of neighborhood and two adopted villages. There extension activities are organized by NSS and Departmental study circles

Sickle cell is a major life threatening disease, about which regular detection camp and blood donation camps are put up.

A local old age home for disabled is given financial help by staff and students regularly.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area				
Class rooms	40		UGC	40
Laboratories(Computer Lab and Language Lab)	02		UGC	02
Seminar Halls	02		UGC	02
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

Administrative office is totally computerized. Regular Maintenance and replacement is done.

The library is partially computerized. Internet facility is provided to students.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	36440	3010000	633	121693	37073	3131693
Reference Books	4362	379637	71	42000	4433	421637
e-Books					0	0
Journals	32	56000	2	6500	34	62500
e-Journals					0	0
Digital Database					0	0
CD & Video	26		6		32	0
Others (specify)	1098			1136	38	0

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart -ments	Others
Existing	52	10	BSNL		12	21	08	-

			Broadband						
Added	02								02
Total	54								

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

> 1. Two non-teaching staff were sent for university conducted workshops on ICT
>
> 2. ICT knowledge of teachers are upgraded in Refresher and Orientation courses
>
> 3. Students are given computer knowledge through the Computer Laboratory of the college

4.6 Amount spent on maintenance in lakhs :

   i) ICT   30000

   ii) Campus Infrastructure and facilities   42,000

   iii) Equipments   12,059

   iv) Others   339634

                              Total: 423693

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> - IQAC through its Alumni representatives, monitor the working and awareness of various student support services like the canteen, photocopy centre, NET / SET coaching center etc.
> - The Alumni Association also help in students' placements and creating awareness among students by arranging different programmes.

5.2 Efforts made by the institution for tracking the progression

> Since the college has no professional courses, it is difficult to track progression of students individually. The Alumni association takes membership and keeps records. 30%of UG students opt for PG courses in the institution.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1707	513		

(b) No. of students outside the state

(c) No. of international students

Men

No	%
1054	47.47%

Women

No	%
1166	52.52%

Last Year								
Gen	Sc	ST	OBC	Ph. Challenged	NT	SBC	Minority	Total
104	1075	75	303	2	51	61	16	1713

This Year								
Gen	Sc	ST	OBC	Ph. Challenged	NT	SBC	Minority	Total
118	828	58	282	2	76	81	45	1707

Demand ratio 1:1   Dropout %   23%

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

The Entry in Service and The NET/SET coaching centre is UGC granted and has been running regularly since last two years. Free coaching is provided for SC/ST/OBC and Minorities students in the year 2013-14 about 240 students attended classes.

No. of students beneficiaries   240

5.5 No. of students qualified in these examinations

NET   05   SET/SLET   GATE   CAT

IAS/IPS etc   State PSC   UPSC   Others

5.6 Details of student counseling and career guidance

The institution caters to marginalized students of lower middle class. Therefore, students counseling is required on different levels. The Department of Sociology has a Counseling Cell which guides students on various social and family related problems. During the admission process, counseling is given to students who are confused about subject options, choice of programme because most of the students are first generation learners who have no parental guidance. Career Guidance is provided through Employment Cell and other Department level activities.

No. of students benefitted

| 200 |

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
3	120	7	58

5.8 Details of gender sensitization programmes

The institution is a co-education therefore; gender sensitization is done in many different ways. Gender Sensitisation programmes are taken on classroom level. Various activities under gender sensitization programme were conducted by Women Cell.

5.9 Students Activities

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

State/ University level | 21 | National level | | International level | |

District Level | 12 |

No. of students participated in cultural events

State/ University level | | National level | | International level | |

Intercollegiate | 25 |

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

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

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

5.10 Scholarships and Financial Support (<mark>Annexure</mark>)

	Number of students	Amount
Financial support from institution	125	15000
Financial support from government	1479	9582282
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11   Student organised / initiatives:

Fairs   : State/ University level ☐   National level ☐   International level ☐

Exhibition: State/ University level ☐   National level ☐   International level ☐

5.12   No. of social initiatives undertaken by the students: 03

5.13 Major grievances of students (if any) redressed:

There are no major grievances. The grievances at college level regarding book availability in the library and cleanliness have been redressed.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision of the Institution:

The institution envisions moulding of students who have humanitarian views, scientific approaches and are firm believer in positive social change. Such inspired youth will uphold the human values of liberty, equality and fraternity, and also shoulder the responsibilities of taking nation to greater heights.

Mission of the Institution:

1. To give advantage but affordable education so that the poorest of the poor students can avail it

2. To promote marginalised students towards professional courses and all round personality development.

3. To create environment of research through various training programmes, class, assignments, workshop, seminars and projects.

4. To undertake different educational programme and projects jointly with other institute for the benefit of students. Promote and stimulate students to become responsible citizen and entrepreneurs.

   ➢ The mission of the institution is to provide an opportunity of education to the poorest of the poor. Therefore right from the admission process to academic teaching this mission is focused upon upliftment of marginalized students.

   ➢ Admission fee is the lowest from among other colleges in the vicinity. In many cases the fee is lowered and exempted.

   ➢ The mission and vision are continuously communicated to students, teachers, and staff through various academic, extracurricular and extension activities. An effort is taken to involve the parents through parent-teacher meet and many annual programme like Vyakhan Mala on Ambedkar Jayanti have been organized since the inception of the college.

6.2 Does the Institution has a management Information System

The institution does not have an MIS. Though the working of Administrative Office and Library is fully computerised

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

6.3.1 Curriculum Development

Curriculum design and development are as per the directives of the University. Many faculty members who are on the different Board of Studies contribute to the change. University curriculum is strictly followed.

6.3.2 Teaching and Learning

The institution has constantly tired to upgrade its infrastructure to facilitate teaching and learning. The college has a Language Lab, through which syllabus is taught.

6.3.3 Examination and Evaluation

Examinations are held as per University norms. Classroom evaluation is done as per Unit Tests, Prelims which are conducted for each class. Teachers play an important role in University exams as Paper Setters, Evaluators and as Co-officers for other centres. The college provides infrastructure and Human resource to conduct various levels of competitive examinations throughout the year. These examination vary from local to national level

6.3.4 Research and Development

Faculty members are constantly encouraged to complete their Ph.Ds, Research Projects. Research Materials and appropriate leave is given. Research Cell conducts activities to make the teachers aware of the latest trends in research. Faculty members undertake Minor Projects, attend research Methodology workshops and contribute actively to research. All these activities contribute to a healthy research culture of the institute.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Upgradation of Library, maintenance of ICT is regularly done. The whole process of admission has been computerized. The non-teaching staff are also technically savvy.
- The institution has one of the biggest libraries in North Nagpur. Books and other resources are constantly upgraded. The library conducts related programmes for knowledge upgradation and runs the Network Resource Centre.
- Library orientation for students is regularly held. Internet facilities in the library are also provided to students with any charges.

6.3.6 Human Resource Management

The HR management is done regularly to improve the HR quality. Faculty and Non- teaching staff are regularly sent for Refreshers and Orientation Courses. The university also runs many courses, to which they are sent for training.

6.3.7 Faculty and Staff recruitment

Recruitment on any level is as per UGC and University guidelines. The recruitment is regularly done as per vacant posts. A proper process is followed under the purview of expert committee in appointing new Teaching faculty and Non-teaching staff.

6.3.8   Industry Interaction / Collaboration

The College has only two major programmes in UG i.e. BA and B. com. Therefore, there is no major Industrial collaboration. We have some MoUs with local industry which allow students to do internship.

6.3.9   Admission of Students

The College caters to a large section of marginalized and rural students. Therefore, the admission process is kept simple and accessible. The institution is committed to give education to needy students from socio-economically weak sections of society. The prospectus of college is regularly upgraded.

6.4 Welfare schemes for

Teaching	P.W. S College Employee's Credit Co-operative Society
Non teaching	P.W. S College Employee's Credit Co-operative Society
Students	Govt. Scholarship, Needy Students Fund

6.5 Total corpus fund generated

As per the audited statements attached here with

6.6 Whether annual financial audit has been done   Yes √   No ☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
	No			
Administrative			Yes	M/s Ratan Chankak & Co.

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

For UG Programmes   Yes ☐   No √

For PG Programmes   Yes ☐   No √

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

The institution is not autonomous, therefore has to follow the guidelines of the university. Faculty members selected on the University Boards make suggestions for various reforms.

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

> The institution has only two programmes on UG level i.e. B A and B Com. PG courses like M A and M Com are all self funded. Therefore autonomy is not possible, so efforts are not made in this direction.

6.11 Activities and support from the Alumni Association

> Alumni association is very active. Many alumni are employed in the institution as faculty members and non-teaching staff. An annual meeting is organized.

6.12 Activities and support from the Parent – Teacher Association

> The Parent Teacher Association is a nominal body because the parents are mostly temporary and daily wage workers. The institution takes up some welfare programmes in areas where large number of students reside.

6.13 Development programmes for support staff

> The support staff is very few and employed temporarily in number. Therefore nothing separately is done for them.

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

> - Regular tree plantation is undertaken in the campus area and also in the neighbourhood.
> - The Environment Cell undertakes many awareness programme on campus and off campus both.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the Functioning of the institution. Give details.

> Every year university student representative is selected as per the requirements of university. This year the student representative was encouraged to motivate a group of students through various activities like Fresher's Day and cultural events. This innovative step was successful in motivating students to take initiative in arranging various programme. This year UR Mr. Anand (A Buddhist Monk) of BA III brought a great change in the participation of students.

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

> The ATR is clubbed in the staff council meetings. The various academic, sports, cultural and infrastructure issues taken up min these meetings in the beginnings of the year. The staff council secretary maintains the records and the presidents of the staff council i. e. principal looks into the implementation.

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

> - The institution has the mission to cater to marginalized students at a very low fee structure. Every year there are many parents and students who require greater concessions.
> - The institution is one of the few were great efforts are taken to promote and preserve Pali language, which has a history of 2500 and more years. The Pali dept. With local Buddhist organisation organises many academic and cultural activities to promote Pali. Ours is the only college in the state were students opt for Pali in large numbers.

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

7.4 Contribution to environmental awareness / protection

> The College has an Environment Cell through which yearlong activities are conducted to create awareness about the environment.

7.5 Whether environmental audit was conducted?   Yes [ ]   No [√]

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

> **Strength:**
>
> - The institution is the first choice of the students and parents from weaker and marginalised sections of the society.
> - The largest number of students in the state opting for pali are from our college
> - One of the biggest libraries in Nagpur
> - A large number of alumni are employees of the institution

Weakness:

- The student who comes from the weaker section of society joins the higher education with low percentage of marks and multiple attempts at SSC and HSC level.
- The PWS society which runs the college belongs to backward communities (SC). Therefore, the institution is run on no profit and no loss basis. For any developmental works it is therefore totally dependent on UGC and Govt funds.

Opportunities:

- In the vicinity there is only one Science College so management is looking into beginning science stream.
- Ample space for skill based learning programmes. To accommodate other than enrolled students.

Threat:

- Since students are from backward communities, they take up jobs and higher education takes a back seat for them.
- A large number of students opt for traditional courses like B.A. The university syllabus lacks in skill development therefore, job employment opportunity for these students is very low.

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

- Improving the green cover

- Providing covered parking

Name : Dr. Shubha Mishra
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Signature of the Coordinator, IQAC

Name : Dr. Ramesh P. Gan
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Signature of the Chairperson, IQAC

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