

**Vivekanand Arts, Sardar Dalipsingh Commerce & Science College,
Aurangabad**



**Annual Quality Assurance Report
(2014-15)**

**Vivekanand Arts, Sardar Dalipsingh Commerce & Science College, Aurangabad. 431001. (M.S.)
(www.vivekanandcollege.edu.in)**

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution

Vivekanand Arts, Sardar Dalipsingh Commerce &
Science College, Aurangabad

1.2 Address Line 1

Samarth Nagar

City/Town

Aurangabad

State

Maharashtra

Pin Code

431001

Institution e-mail address

principal@vivekanandcollege.edu.in

Contact Nos.

02402365802

Name of the Head of the Institution:

Dr. Shirsath S.T.

Tel. No. with STD Code:

02402365900

Mobile:

9422209420

Name of the IQAC Co-ordinator:

Adhyapak M.S.

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID

1.4 NAAC Executive Committee No. & Date:

1.5 Website address:

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B ⁺⁺	80.70 (out of 100)	2004	16/02/2004-15/02/2009
2	2 nd Cycle	A	3.36	2011	16/09/2011-15/09/2016

1.7 Date of Establishment of IQAC:

1.8 AQAR for the year

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

- i. AQAR 2011-12 submitted to NAAC on 07-11-2012
- ii. AQAR 2012-13 submitted to NAAC on 21-04-2018
- iii. AQAR 2013-14 submitted to NAAC on 21-04-2018

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

Dr. Babasaheb Ambedkar Marathwada University, Aurangabad

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes

any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and

Community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

No.

Faculty

Non-Teaching Staff Students

Alumni

Others

2.12 Has IQAC received any funding from UGC during the year?

Yes

No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total No.

International

National

State

Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. Feedback on teaching was collected from students.
2. Interdepartmental Group Discussion for the faculty were arranged.
3. Grievances of students were taken and communicated to the concerned authority.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
To form various annual committees	The annual committees were formed.
To prepare Plan of Actions for Teacher and HOD	Plan of Actions for Teacher and HOD were prepared.
To prepare Academic Calendar	The Academic Calendar was prepared.
To arrange Unit Tests and Tutorials	Unit Tests and Tutorials were arranged.
To promote research activities	Student GD and Student seminars were arranged.
To arrange student GD, Student seminar	
To conduct feedback on teaching from student	Feedback on teaching from students was collected.

* 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 reviewed with the authority and reformations in the annual committees were discussed.

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	05	02	-	-
PG	16	-	16	-
UG	05	-	02	-
PG Diploma	02	-	02	-
Advanced Diploma	01	-	-	01
Diploma	01	01*	-	01
Certificate	04	01**	01	05
Others	-	-	-	-
Total	34	04	21	07
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

(* Diploma in Dairy Sc. & Food Processing, ** Certificate Course in Spoken English & Personality Development)

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	All UG and PG
Trimester	Nil
Annual	Nil

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

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

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

BA Second year syllabus revised

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

Community College Unit (funded by UGC)

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	49	34	15	--	61

2.2 No. of permanent faculty with Ph.D. 33

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
	--	19	--	--	--	--	61	--	61	19

2.4 No. of Guest and Visiting faculty and Temporary faculty -- -- 61

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	14	53	31
Presented papers	21	41	02
Resource Persons	02	--	--

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

Student Seminar, Student Group Discussion, Study Tours, Use of PPT

2.7 Total No. of actual teaching days during this academic year 182

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

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 06 -- --

2.10 Average percentage of attendance of students 77

2.11 Course/Programme wise distribution of pass percentage:

Sr. No.	Title of the Programme	Total no. of students appeared	Division				
			Distinction	I	II	III	Pass %
1	B.A.	294	20	130	37	01	63.94
2	B.Sc.	333	23	47	75	25	51.05
3	B.com	156	75	69	02	07	98.07
4	M.A. English	53	-	09	01	-	19
5	M.A. Marathi	58	04	50	-	-	93.13
6	M.A. Hindi	48	-	19	25	-	91.66
7	M.A. Psychology	37	04	16	04	02	70.27
8	M.A. Economics	97	06	17	45	15	85.57
9	M.A. History	87	04	37	36	-	88.50
10	M.A. Pub. Admin.	35	02	23	08	-	97.14
11	M.A. Pol. Science	97	-	39	32	01	74.00
12	M.A. Sociology	136	07	50	46	07	85.29
13	M.Com	100	-	52	-	-	52.00
14	M.Sc. Chemistry	09	-	-	-	-	0.0
15	M.Sc. Mathematics	19	-	01	03	-	21.05
16	M.Sc. Biotechnology	03	-	-	-	-	0.0
17	M.Sc. Comp. Science	52	13	10	07	03	63

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

IQAC asks the faculty members to prepare annual teaching plan, obtains feedback reports on teaching from students and directs the teachers to take corrective actions, if any.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	05
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	02
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	--
Others	04

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	97	05	--	-
Technical Staff	04	04	--	-

Criterion – III

3. Research, Consultancy and Extension

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

IQAC has formed Research Promotion Committee, through which, list of research funding agencies were communicated to the faculty; also, it guides for submission of proposals for research projects.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	02	01	--
Outlay in Rs.	--	155000	70000	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	23	04	-
Non-Peer Review Journals	08	06	02
e-Journals	03	-	-
Conference proceedings	06	20	-

3.5 Details on Impact factor of publications:

Range 0.139 – 0.654 Average 0.396 h-index 08 Nos. in SCOPUS 05

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	155000	60000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total			155000	60000

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

(UGC gen.dev. grants -7.6 L, IQAC Cell -3 L, Community College Scheme-632500)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	--	02	01	--	01
Sponsoring agencies	--	UGC, IIPA	Dr. B.A.M. University, Aurangabad	--	College

(National level seminar- Department of English, 20-21 Feb, 2015,
 National level workshop- Department of Public Administration, IIPA, 09/08/2014,
 State level seminar- Department of Biotechnology, 24/02/2015,
 (College level workshop-Statistical Analysis Software (SPSS) Training for faculty, 11/09/2014)

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

3.13 No. of collaborations: International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year:

From funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
--	01	--	--	--	--	--

(Dr. Adhyapak M.S. presented research paper in Medical conference in Washington, and received membership of Anticoagulation Forum, Boston, USA)

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level	<input type="text" value="53"/>	State level	<input type="text" value="--"/>
National level	<input type="text" value="--"/>	International level	<input type="text" value="--"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="--"/>	State level	<input type="text" value="--"/>
National level	<input type="text" value="--"/>	International level	<input type="text" value="--"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="--"/>	State level	<input type="text" value="--"/>
National level	<input type="text" value="--"/>	International level	<input type="text" value="--"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="--"/>	College forum	<input type="text" value="--"/>
NCC	<input type="text" value="06"/>	NSS	<input type="text" value="04"/>
		Any other	<input type="text" value="--"/>

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

A one day workshop was organized on ‘Scientific Temperament,’ for the students, on 20.9.2014, at Govt. Engineering College, Aurangabad (by Dr. A.S. Khojre).

Dr. A.S. Khojre Delivered lecture in State Level workshop on Scientific Temperament held at Aurangabd, during 9-10 May 2015.

Dr. A.S. Khojre Solved ‘Bhnamati’ problem- at Toki Village, Tq Gangapur, Dist. Aurangabad, on 7th November, 2014.

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	4 acres	--	--	4 acres
Class rooms	35	--	--	35

Laboratories	21	01	UGC	22
Seminar Halls	01	--	--	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	01	02	UGC	03
Value of the equipment purchased during the year (Rs)	--	968001		968001
Others	--	--	--	--

4.2 Computerization of administration and library

The office administration is computerized with the software-CMS-8. The Central Library is automated. Issue- return of the books, bar coding is completed. The library administration runs on the software SOUL 2.0.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	15869	3216709	690	182633	16559	3399342
Reference Books	9023	1733067	184	246820	9207	1979887
e-Books (N-LIST)	97000	--	--	--	--	--
Journals	35		12	55400	47	55400
e-Journals(N-LIST)	6000				6000	
Digital Database	02				02	
CD & DVD	748, 12		--	--	748, 12	
Others (specify)	1					

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	124	06	02	01KRC	--	--	--	--
Added	--	--	--	--	--	--	--	
Total	124	06	02	01	--	--	--	--

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

CRF- Lab up-gradation with Ultrasonic cleaner, UPS and stabilizer; Workshop on the Statistical Analysis (SPSS) Software for the faculty, on September 11, 2014

4.6 Amount spent on maintenance:

i) ICT	464612
ii) Campus Infrastructure and facilities	738974
iii) Equipments	1400
iv) Others	3558 + 670740
Total:	1879284

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Various add-on courses are made available for students.
 Language laboratory is functional in the department of English.
 Psychological Counselling cell helps in solving the issues of needy students.

5.2 Efforts made by the institution for tracking the progression

Teachers are directed to track and record the students admitted to higher studies, i.e., PG and PhD.
 The Placement cell guides and helps the students for their further progression.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3401	2091	37	00

(b) No. of students outside the state

00

(c) No. of international students

09

	No	%		No	%
Men	3336	60.742	Women	2156	39.257

General	SC	Last Year				Total	This Year					Total
		ST	OBC	Physically Challenged	General		SC	ST	OBC	Physically Challenged		
2409	956	225	1572	00	5162	2522	1047	289	1634	00	5492	

Demand ratio: The College has adopted direct admissions policy to majority of the courses.

Dropout %: 13.42

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

No. of students beneficiaries

--

5.5 No. of students qualified in these examinations

NET	--	SET/SLET	03	GATE	--	CAT	--
IAS/IPS etc	--	State PSC	--	UPSC	--	Others	--

5.6 Details of student counselling and career guidance

1. Infosys Project Genesis
2. Student Development program
3. Career Talk
4. Workshop on Personality Development

No. of students benefitted

800

5.7 Details of campus placement

	<i>On campus</i>		<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
08	250	101	03

5.8 Details of gender sensitization programmes

1. Information, Education, and Communication (I.E.C.) material was prepared for distribution among the girl students.
2. Campaign was undertaken for the prevention of sexual harassment in the premises of college on 15th August 2014 by distributing information leaflets.
3. Convention of the students for awareness generation and capacity building was organised (experts- Adv. Archana Gondhalekar, Adv. Sangita Bilange)
4. Class-wise awareness programmes for the students were conducted by the committee members to create fearless environment in the campus.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	30	40615
Financial support from government	2968	6823547
Financial support from other sources	01	8730
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

5.13 Major grievances of students (if any) redressed: 04

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

Education from roots to fruits

Mission

1. To transform students to noble human being
2. To motivate student for self reliance
3. To impart advanced learning programmes to make student excel in the modern world

Objectives

1. To provide quality education for student with minimum cost
2. To promote education for the upliftment of unprivileged rural youth
3. To develop youth into ideal citizen of our nation
4. To enrich the student with range o f personal and cognitive skills
5. Value inculcation and citizenship development
6. Tapping and channelizing potentialities

6.2 Does the Institution has a management Information System

The College administration runs on the software CMS (College Management System).

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

6.3.1 Curriculum Development

Curriculum development mainly comes under the university jurisdiction; to add in it, College seeks feedback on curriculum from students and teachers for helping effective development in curriculum .Also, few faculty members are working on board of Studies of affiliating University. Curriculum enrichment activities in the form of additional lectures other than the curriculum but relevant to it, have been practiced.

6.3.2 Teaching and Learning

Activities like Student group discussion, seminars, study tours, use of ICT in teaching have been incorporated in college planning.

6.3.3 Examination and Evaluation

Examination and evaluation comes under affiliating university jurisdiction; in addition to this, College has introduced unit tests in all subjects.

6.3.4 Research and Development

Central Research facility, network resource centre and SPSS software are made available to the faculty.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library is made computerized, adequate ICT infrastructure is provided like portable DLPs, language laboratory, commerce computer laboratory, etc.

6.3.6 Human Resource Management

Adequate human resource have been managed during specific period and specific fields, such as, admission process in the month of June-July; and also, university examinations at the end of each semester.

6.3.7 Faculty and Staff recruitment

The required faculty for both, undergraduate and postgraduate courses was recruited as per the guidelines of state government.

6.3.8 Industry Interaction / Collaboration

The college has framed External linkages committee through which, and in association with relevant faculty, linkages with industries have been established.

6.3.9 Admission of Students

Admission and counselling committee has been constituted faculty wise in the beginning of the year which counsels students about suitable course and subjects. Also the admissions are given as per the university and state government guidelines.

6.4 Welfare schemes for

Teaching	Credit cooperative society is facilitated for teaching staff for their financial needs
Non teaching	Above facility is also made available for non-teaching staff.
Students	Various scholarships and fellowships, Student Aid Fund

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

6.7 Whether Academic and Administrative Audit (AAA) have been done? : Yes

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Integrated quality certification Pvt. Ltd.	Yes	College ISO committee
Administrative	Yes	Integrated quality certification Pvt. Ltd.	Yes	College ISO committee

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?

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

6.11 Activities and support from the Alumni Association

6.12 Activities and support from the Parent – Teacher Association

Feedback on courses, College activities and suggestions, has been obtained from parents for improvement of college functions.

6.13 Development programmes for support staff

--

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

Tree plantation
Campus clean mission
Awareness through poster presentations
Paperless communication policy

Criterion – VII

7. Innovations and Best Practices

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

The College gives Best Teacher Award, Best Student Award and Best Administrative Employee Award to encourage the efficient staff.

This year also, Cultural Training Camp was organized for potential students.

Central Library gives Excellent Reader Award and Book-friend award to the best library user students.

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

Action Taken Report (ATR) based on the plan of action:

In the beginning of the academic year, month wise Plan of Action for faculty and HOD was prepared. Annual committees were formed for smooth conduction of various co-curricular and extracurricular activities. Unit tests, Tutorials, Student Group Discussion and Student seminars were arranged.

Feedback on teaching from students was collected.

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

1. Pre-knowledge test for first year UG students
2. Interdepartmental group discussion for faculty

7.4 Contribution to environmental awareness / protection

1. Information about importance of energy saving, water saving and protection of nature was communicated to the students through Poster publication.
2. Limitations on consumption of hazardous chemicals like benzene, phenol; etc was practiced in chemistry laboratory.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add.

1. Student projects, guest lectures, study tours had been arranged during the year.
2. The College has taken membership of N-LIST and DELNET Consortium.
3. Book-Bank facility is available for students in the Central Library.
4. The College has adopted ISO system for quality management.
5. College has been awarded as 'Best Examination Centre' by the affiliating university.

8. Plans of institution for next year

- To form various annual committees
- To prepare Plan of Actions for Teacher and HOD
- To prepare Academic Calendar
- To arrange Unit Tests and Tutorials
- To promote research activities
- To arrange student G.D., Student seminar
- To conduct feedback on teaching from student

Name: Dr. Adhyapak M.S.

Name: Dr. Shirsath S.T.

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure I

Academic Calendar (2014-15)

Date	Activity
09/06/2014	First Term Opening Day
15/06/2014	Preparation of Annual Teaching Plan
19/06/2014	Commencement of Teaching & Learning
July/2014	Pre-knowledge Test (Content Test) (HOD)
Aug/2014	Unit Test and Tutorial
Sep/2014	Student seminars
Sep/2014	Unit Test and Tutorial
Sep/2014	Study tour
Sep/2014	Feedback on teaching by students (IQAC)
Oct/2014	Interdepartmental G.D. for faculty (HOD)
18/10/2014	Last Working Day of First Term
10/11/2014	Second Term Opening Day
Jan/2015	Unit Test and Tutorial
Feb/2015	G.D. for students
18/04/2015	Last Working Day of Second Term

Annexure II

Feedback from parents (2014-15)

(Summary)

1. Make available reference books to students
2. Parking system should be improved
3. Start competitive examination guidance and preparation centre
4. Arrange separate fees counters for BA, BCom, BSc, MSc
5. Keep clean college campus
6. Gymkhana facility be improved
7. Students focus more on studies
8. Make always available drinking water
9. Be strict about students, about following of rules and regulations

Annexure III

Best Practice 1

Title of the Practice

Pre-knowledge test for newly admitted students

Objectives of the Practice

To evaluate knowledge of the students at course entry level

The Context

The students admitted to UG course, i.e., first year of the course, may or may not have required basic knowledge of a particular subject. Also, the class could have a mixed type of students, i.e., some could be advanced learners, some could be slow learners and some, average learners. This information is necessary for the concerned teachers, so that, they can then teach accordingly. To get such information, pre-knowledge test was arranged in the College.

The Practice

Subject wise question papers (having objective multiple choice questions) were prepared, based upon basic knowledge of that particular subject. The question papers were distributed among the students of first year class of B.A., B.Com. and B.Sc. The students were allowed to write the answers in specific time period. Later, after evaluation, analysis of the results was done.

Evidence of Success

From the analysis of the results, we got information about range of student's subject knowledge levels, which found helpful for the department and the teachers during teaching practices.

Problems encountered and resources required

This assessment system may not be applicable to the students who come from other disciplines. No significant resources are required to run this practice.

Annexure IV

Best Practice 2

Title of the Practice

Interdepartmental group discussion for faculty

Objectives of the Practice

To exchange knowledge among the faculty

To encourage interdisciplinary research

The Context

Generally, teachers make advancement in their knowledge related to their subject only. They take little efforts to gain the same of other subjects. This creates gap between two subjects having some relevance.

The Practice

To overcome above lacuna, the activity, interdepartmental group discussion for faculty was arranged. For this, the teachers were asked to make pairs of departments having some relevance in their subjects; like, Botany and Biotechnology, Public administration and Political science, etc. Teachers were asked to discuss and exchange their knowledge within group of subject pairs.

Evidence of Success

Practically, it is difficult to measure the exact degree of success in a short period, but this activity would help not only to upgrade their knowledge of other subjects having some relevance but also would helpful to bring interdisciplinary approach in their research.

Problems encountered and resources required

Some subjects have no direct relevance with other subjects. Resources for updating of subject knowledge are the requirements to conduct this activity.