



Backward Class Youth relief Committee's

# **BHIWAPUR MAHAVIDYALAYA, BHIWAPUR**

Dist. Nagpur, Maharashtra 441201

Accredited with Grade 'B' (CGPA-2.54) by NAAC, Bengaluru

ISO-9001:2015

## **INTERNAL QUALITY ASSURANCE CELL**

### **ANNUAL REPORT**

#### **ACADEMIC SESSION 2017-2018**

### **INTRODUCTION**

The Internal Quality Assurance Cell of our Institution strives to uphold the Quality Initiatives as expected by all the stakeholders with its Vision, Mission and Quality Policy Documents. Constituted as per the guidelines of National Assessment and Accreditation Council, Bengaluru, IQAC adheres to all the Notifications issued by NAAC on Quality sustenance and Quality enhancement in Higher Educational Institutions. As part of its working and planning for Quality Sustenance and Deployment, IQAC keenly keeps a tab on the plan of action and its outcomes. The Annual Report of the Internal Quality Assurance Cell for the Academic Session 2017-2018 is presented in detail for the perusal of all its stakeholders.

Some of the significant contributions made by Internal Quality Assurance Cell are as given below:

- ✚ Repository of Question Bank was made available for the students in the Library.
- ✚ Made it mandatory for all the faculties to pursue Research, present and publish Research Papers along with the primary duty of teaching.
- ✚ Collected Feedback from all the students and stakeholders. Analyzed the Feedback and prepared Action Taken Report
- ✚ Planned and Executed Extension Activities as per the IQAC Calendar

### **MANAGEMENT INFORMATION SYSTEM**

The MIS available in the Institution helps in the following areas of e- governance in Admissions, Financial Transactions, Internal and External Audit and Library Management.

The Internal Quality Assurance Cell has a well-planned mechanism to implement all the activities of the Institution as per its Academic Calendar, which is planned and prepared in conformity with the Academic Calendar of the Affiliating University.

The Internal Quality Assurance Cell ensures to keep a track on the activities scheduled so as to understand the problems encountered during the process of quality sustenance. This in turn helps the institution to plan for better implementation. The Summary presented below has been categorised as per the Criteria for better comprehension.

### **CURRICULAR ASPECTS**

For well-planned and effective curriculum delivery and documentation, we follow the Institutional Academic Calendar, which is prepared by the Internal Quality Assurance Cell in conformity with the University's Academic Calendar. The in-charge of the Time Table Committee, after due discussions with the Principal, allocates subjects, workload, and time slots to teachers. In the beginning of the Academic Session, teachers impress upon the students about all the Academic Policies and activities of the Institution. As per the Academic Policies of the Institution, teachers prepare the Annual Teaching Plan in their Daily Work Book and get them endorsed by the Principal. Upon submission, monthly authentication of the Daily Work Book is done by the Principal. The Attendance Committee, the Syllabus Compliance Committee, and the Examination Committee work under the aegis of IQAC and keep a tab on the completion of the tasks assigned to teachers. The Attendance Committee monitors the actual attendance of students in the classroom and makes correspondences with the parents of those students whose attendances are below 75%. In case of 100% of absentees, home visit is practiced. Upon receipt of actual data of completed syllabus from the teachers, the Syllabus Compliance Committee verifies the authenticity of the data of completed syllabus with the students and submits the Reports to the Principal. The Examination Committee, after written intimation to the students and teachers about the timetable schedule and other processes, conducts two Unit Tests, One Model Examination, a few Surprise Tests, and University's Semester Examinations and distributes Progress Report Cards to parents by adhering strictly to the Academic Calendar. Apart from the routine instructional classes, the Annual Teaching Plan provides effective dissemination of the prescribed syllabus through planned outcomes. Bridge Courses, Remedial Classes to Slow Learners, additional training to Advance Learners, Revision of Classes, and various Examinations along with co-curricular and extra-curricular activities were conducted. To accomplish our desired objectives, learner-centric instructional and assessment activities are encouraged. To give diverse learning experiences to students, Guest Lectures in different disciplines are conducted. The Feedback of all its stakeholders is obtained for improving the quality of the Teaching-Learning process. Students' Feedback on teachers enables the Institution to introspect about its shortfalls in the curriculum delivery and accordingly the Institution evolves new strategies for effective Curriculum Delivery through its Action Taken Plan.

Students are awarded internal marks based on their performances in various Examinations conducted, the quality of home Assignments submitted, the percentage of attendance in the classrooms, and their involvement in all the activities, which are conducted through Subject Literary Associations. Curriculum delivery activity is evaluated in its Staff Council Meetings. Periodical evaluation of all the activities executed by teachers is done regularly wherein each teacher presents the progress of activities executed including that of the syllabus completed through Power Point Presentations. This activity helps the Administration to assess the actual progress of assignments allotted to each teacher. In the whole processes, the focus is on the holistic development of students.

The Institution's Perspective Plan has been prepared taking into account the Feedback received from all our stakeholders, the observations obtained from Students' Satisfaction Survey.

The Institution offers Courses in Bachelor of Arts (B.A), Bachelor of Commerce (B.Com) and Bachelor of Science (BSc) and Masters' Degree (M.A) in Political Science, Sociology and Economics.

The faculties represent the Institution in the Examination Process of the Affiliating University by Setting of Question Papers, Moderation and Evaluation process.

The Examination Committee of the Institution, after written intimation to the students and teachers about the time table schedule and other processes, conducted two Unit Tests and one Model Examination (per Semester) and University Examinations. Faculties are provided with ample space for experiment with Innovative Teaching-Learning Pedagogy. Students were awarded Internal Marks through their submission of Assignments, Seminar, Projects, Viva-Voce, External and Internal Practical Examinations as per the directions issued by the Affiliating University. A transparent, time-bound and efficient Mechanism to redress the Internal Examination related grievances of the students was in place.

Certificate Courses implemented during the Academic Session 2017-2018 are as follows:

- ✚ Started UGC sponsored Career Oriented Programme-Certificate Course in 'Tax Procedure' on 7/8/2017. This Programme was run for a period of 180 days-targeting Employability.
- ✚ Started Self – Financed Certificate Course in Fashion Designing in association with NGO, Navjiwan Bahuudeshya Education Society, Anjangaon, on 14/8/2017. This Programme was run for a period of 180 days-targeting Entrepreneurship.
- ✚ 80 Students enrolled their names in the above Certificate Courses.
- ✚ Started Post-graduation in Economics, Political Science and Sociology from 6/6/2017.

## Value-Added Courses

- Started UGC sponsored Career Oriented Programme-Certificate Course in 'Tax Procedure' on 7/8/2017 with 40 participants.
- Started Self-Financed Certificate Course in Fashion Designing (Jointly with NGO Navjiwan Bahuudeshya Education Society, Anjangaon) on 14/08/2017 with a participation of 40 students.

## Students completed their Field Projects on the following;

- 122 Students of BSc completed their Projects on the topic, 'Creating Awareness among students about Global Warming'.
- 42 students of B.A collected and compiled Newspaper cuttings on burning social issues in relation to Social, Cultural, and Political Domains under 'Rashtrasant Sanskar-Prakalp'.

## TEACHING-LEARNING AND EVALUATION

The Institution catering to the rural masses shoulders an extra responsibility and accountability to impart quality education. Keeping in view the diverse capabilities of the students, our teachers are advised to identify Advanced Learners and Slow Learners during the admission process by preparing faculty-wise Merit List. Based on the scores from the Interactive Sessions, Quiz Competitions, Seminars and Group Discussions and Unit Tests, Remedial Coaching is provided to the identified students before they appear for the University Examinations. Thus, a Mechanism is drawn to assess the learning levels of our students.

## OUTCOMES AND OBJECTIVES

The faculty of B.A., B.Com and B.Sc. supposed define the objectives and outcomes in their teaching plan and the daily Notebook which has to be forwarded to the Shift In-charge and the Office of the Principal for endorsement. The attainment of Programme Outcomes and Course Outcomes of our Institution has been reviewed through Students' Progression to Higher Studies, their Results and their Placements. A total of 24 students (22 Girl Students and 2 Boy Students) progressed to Higher Education from all the disciplines of Undergraduate Studies.

The particulars of students who enrolled their names as per the intake capacity of the Institution is as follows: Undergraduate/Post-Graduate;

### Undergraduate

S. N.	Name of the Stream	Intake Capacity	Number of students admitted
1	B. A	384	288

2	B. Com	360	188
3	BSc	360	214
Total			690

There are 16 full-time teachers for Under-graduate disciplines.

### Post-Graduate

S. No	Name of the Stream	Intake Capacity	Number of students admitted
1	M.A -Economics	80	15
2	M.A- Sociology	80	32
3	M.A- Political Science	160	15
Total			62

Three Faculties cater to UG and PG students. The Mentor-Mentee ratio is 1: 47 as per the strength and the number of full- time faculties. Twelve Faculties hold Doctoral Degrees and there are 8 recognised Ph.D. Supervisors.

### Evaluation and Pass Percentage of students (faculty-wise) are as follows:

S. No	Name of the Stream	Date of Semester year end	Date of Declaration
1	Bachelor of Arts	27/04/2018	14/06/2018
2	Bachelor of Commerce	10/04/2018	04/06/2018
3	Bachelor of Science	25/05/2018	26/06/2018
4	M.A Economics	18/05/2018	14/06/2018
5	M.A Sociology	18/05/2018	14/06/2018
6	M.A Political Science	18/05/2018	14/06/2018

### Pass percentage of students is presented faculty-wise:

S. No	Name of the Faculty	Number of students appeared	Number of students passed	Percentage of students passed
1	Bachelor of Arts	64	24	37.50
2	Bachelor of Commerce	29	20	68.97
3	Bachelor of Science	45	39	86.67
4	M.A Economics	1	1	100
5	M.A Sociology	14	13	92.85
6	M.A Political Science	9	8	88.88

Curricular and co-curricular activities of the Institution ensure students' active participation in all the activities. These practices enabled them to explore new areas, experience and invent to the best of their abilities.

### **Honours and Awards**

- Asst. Prof. Dr. Madhukar Nandanwar was awarded with 'Navodit Sahitya Lekhan Puraskar' in 2018 by Vidarbha Sahitya Sangha, Nagpur
- Asst. Prof Someshwar Wasekar was awarded 2nd in Order of Merit for Master of Philosophy in English by Gondwana University, Gadchiroli in 2018.

### **TEACHERS' TRAINING AND ORIENTATION**

To abreast the teaching staff of the latest learning methodologies, they are promoted to participate in Orientation Programmes, Refresher Courses, Short Term Courses and Training Programmes on ICT and FDPs.

### **Professional Development Programmes**

- ✚ Asst. Prof. Dr. R. S. Bahurupi attended UGC Sponsored Refresher Course from 22/09/2017 to 12/10/2017. (21 days).
- ✚ Asst. Prof. Dr. Vinita S. Virgandham attended UGC Sponsored Orientation Programme from 22/06/2017 to 19/07/2017 (28 days).
- ✚ Asst. Prof. Dr. Vinita S. Virgandham completed UGC Sponsored Refresher Course from 05/02/2018 to 24/02/2018 (21 days).

### **STUDENT SATISFACTION SURVEY**

Student Satisfaction Survey is taken on the receipt of the Transfer Certificate of the learner and before the commencement of the University Examinations. The Feedback was analysed and an Action Taken Report was generated thereof. The Report was placed before the College Development Committee for further plan of action.

### **EXTENSION AND OUTREACH ACTIVITIES WITH STUDENTS' PARTICIPATION, IQAC INITIATIVES ALONG WITH ANNUAL REPORTS**

Students' active participation in all the co-curricular and extra-curricular activities carried out through NSS, NCC and other Extension Committees provided them ample opportunities to demonstrate their talents and thus have made them aware of their social commitments and Institutional Social Responsibilities (ISR).

**IQAC Initiatives 2017-18**

<b>Sr. No.</b>	<b>Title of the Initiative</b>	<b>Date</b>	<b>Duration</b>	<b>Number of Participants</b>
1	Self-Financed Certificate Course in Fashion Designing	2017-2018	6 Months	40
2	Project Work: Project on 'Rashtrasant Sanskar Prakalp' and 'Mahiti Sankalan Prakalp'. (Data Collection of Project)	2017-2018	Continuous in Nature	66
3	Annual Report of 'Students' Counselling Centre'.	2017-2018	Continuous in Nature	713
4	Report of Examination Committee.	2017-2018	Continuous in Nature	All the students of the College
5	Formation of the Internal Complaint Committee (ICC). Implementation of Annual Assignments as per the established guidelines.	2017-2018	Continuous in Nature	Entire students of the College
6	Annual Report of the 'Subject Literary Association of History'.	2017-2018	Continuous in Nature	All the students of the Department of History.
7	Annual Report of the Attendance Committee.	2017-2018	Continuous in Nature	Entire students of the College
8	Annual Report of the Athletic Training Programme.	2017-2018	Continuous in Nature	22
9	Annual Report of the "Subject Literary Association".	2017-2018	Continuous in Nature	Entire students and staff of the College
10	Annual Report of the " Magazine Committee".	2017-2018	Continuous in Nature	
11	Promoting the use of Technology in Teaching and Complete Students' Computer Literacy Programme.	2017-2018	Continuous in Nature	500
12	Annual Report of the Parent-Teacher Association.	2017-2018	Continuous in Nature	32 Parents and staff of the College
13	Organized International Yoga Day by NCC	21-06-2017	1 Day	44

14	Organized Training Programme on 'Basic Computer Skills for Workplace'.	23-06-2017	1 Day	25
15	Created awareness among students about Global Warming.	30/06/2017 to 01/07/2017	Continuous in Nature	122
16	Organized 'Tree Plantation Drive' in collaboration with Forest Department, Bhiwapur.	01-07-2017	1 Day	50
17	Organized Tree Plantation Drive by NCC	01-07-2017	1 Day	20
18	Paid Tributes to Lokmanya Tilak on his Death Anniversary	01-08-2017	1 Day	15
19	Organized Students' Induction Programme.	05-08-2017	1 Day	250
20	Celebrated 'International Youth Day'.	12-08-2017	1 Day	150
21	Organized Guidance Session on HIV, AIDS and Sickle Cell.	12-08-2017	1 Day	80
22	Arranged a programme on 'Future'.	14-08-2017	1 Day	700
23	Celebrated Independence Day.	15-08-2017	1 Day	150
24	Organized 'Cleanliness Pakhwada'.	16/08/2017 to 31/08/2017	16 Days	100
25	Launching of 'Article Series'.	29-08-2017	1 Day	350
26	Paid Tributes to Dr. Sarvepalli Radhakrishnan on his Birth Anniversary.	05-09-2017	1 Day	250
27	Organized 'Pre-marriage Counseling Session'.	09-09-2017	1 Day	300 Girls
28	Contributed to Voluntary Work during Football Mahotsav.	15-09-2017	5 Days	16
29	Organized Swachhta Hich Seva (Cleanliness: A Real Service).	15/09/2017 to 2/10/2017	17 Days	140
30	Organized Cleanliness Drive	20-09-2017	3 Days	40



31	Organized Cleanliness Drive Near Police Station, Bhiwapur.	21-09-2017	1 Day	People of Bhiwapur
32	Organized Cleanliness Drive in association with NSS and Western Coal Fields (WCL), Umrer.	22-09-2017	1 Day	82
33	Organized Cleanliness Drive and Plastic Free Campaign.	22-09-2017	3 Days	75
34	Participated in the Inter-Collegiate Seminar Competition arranged by S.K. Porwal College, Kamptee, Nagpur.	23-09-2017	1 Day	8
35	Celebrated ' Yuvavedh-2017'.	24/09/2017 to 02/10/2017	1 Day	150
36	Organized Swachhta Abhiyan (Cleanliness Drive).	25-09-2017	1 Day	154
37	Organized Free Health Check-up Camp	26-09-2017	1 Day	113
38	Organized Guest Lecture on Panchayat Samiti Level Schemes and Campaigns	26-09-2017	1 Day	150
39	Organized Programme on National Integration	27-09-2017	1 Day	150
40	Organized Guidance Session Health and Hygiene.	27-09-2017	1 Day	150
41	Participated in the University Level Inter-Collegiate Elocution Competition arranged by Jyoti Rao Phule Samajkarya Mahavidyalaya Umred, Nagpur.	27-09-2017	1 Day	1
42	Participated in the University Level Inter-Collegiate Drawing Competition arranged by Jyotirao Phule Samajkarya Mahavidyalaya Umred, Nagpur.	27-09-2017	1 Day	1
43	Organized Guest Lecture on 'Need of Competitive Examinations'.	28-09-2017	1 Day	150

44	Voluntary Work at Bhimadevi Temple during the Annual Feast of Navratri Utsav	28-09-2017	1 Day	82
45	Organized Guidance Programme on De-addiction.	29-09-2017	1 Day	150
46	Arranged Garba Competition during Navratri Celebrations	29-09-2017	1 Day	44
47	Organized Health Check-up Camp.	29-09-2017	1 Day	
48	Organized Poster Making Competition.	30-09-2017	1 Day	25
49	Organized Swachhata Abhiyan (Cleanliness Drive).	01-10-2017	1 Day	218
50	Organized Skit on AIDS Awareness at Azad Square, Bhiwapur.	02-10-2017	1 Day	People of Azad Square, Bhiwapur
51	Distributed Hand -Bills/Leaflets	02-10-2017	1 Day	80
52	Organized R.T.M. Nagpur University's Inter- Collegiate Kho-Kho Tournament.	09/10/2017 to 11/10/2017	3 Days	12
53	Organized R. T. M. Nagpur University's Inter-collegiate Volleyball Tournament.	11/10/2017 to 14/10/2017	4 Days	6
54	Organized R. T. M. Nagpur University's Inter- Collegiate Wrestling Championship.	13/10/2017 to 15/10/2017	3 Days	1
55	Celebrated Dr. A. P. J. Abdul Kalam's Birth Anniversary as 'Vachan Prerana Din'.	13-10-2017	1 Day	50
56	Organized College Level Competition - Challenging Question Competition	16/01/2018	1 Day	37
57	Organized Blood Donation on the occasion of the Birth Day of Hon. Shri Rajendra Bhausahab Mulak.	08-12-2017	1 Day	55
58	Organized "Grooming Session"	23/12/2017	1 Day	32

59	Organized Workshop on 'Financial Literacy'.	28/12/2017	1 Day	100
60	Conducted C. D. Show on 'Maza Kay Gunha?' (What is My Crime?).	29-12-2017	1 Day	70 students + 200 villagers
61	Organized Kabaddi Workshop by Amit Hooda.	30-12-2017	2 Days	43
62	Initiated the Practice of 'Alms Boxes.'	01-01-2018	1 Day	All the students and Staff
63	Participation of students in Swachta Mitra Vakrutava Karandak Spardha organized by Panchayat Samiti Bhiwapur	02-01-2018	1 Day	10
64	The N.S.S. Volunteers Participated in the University Level Camp.	09/01/2018 to 15/01/2018	7 Days	7
65	Observance of Marathi Language Fortnight.	12/01/2018 to 27/01/2018	16 Days	130
66	Organized Sickle Cell Screening Test Camp.	13/01/2018 to 14/01/2018	2 Days	261
67	Participated in the College Level Memory Test Competition.	16-01-2018	2 Days	21
68	Organized Challenging Question Contest.	16-01-2018	1 Day	75
69	Organized Guest Lecture on, 'The Goods and Service Tax' by the Department of Economics, Subject of Literary Association.	17-01-2018	1 Day	115
70	Organized Intra -Collegiate Kabaddi Championship (Girls).	17/01/2018 to 18/01/2018	2 Days	40
71	Organized Intra -Collegiate Kabaddi Championship (Boys).	17/01/2018 to 18/01/2018	2 Days	48
72	Organized Intra-Collegiate Cricket Championship (Girls).	17-01-2018	1 Day	66
73	Organized Intra-Collegiate Cricket Championship (Boys).	17/01/2018 to 18/01/2018	2 Days	66

74	Organized Poster Making Competition on Contemporary Topics.	18/01/2018 to 19/01/2018	2 Days	40
75	Organized Intra -Collegiate 800 M Girls' Running Championship.	18-01-2018	1 Day	9
76	Organized Intra-College Volleyball Championship (Girls).	18-01-2018	1 Day	12
77	Organized Intra-College Volleyball Championship (Boys).	18-01-2018	1 Day	36
78	Organized Intra -Collegiate Sack Race Championship (Girls).	18-01-2018	1 Day	15
79	Organized Intra-Collegiate Girls' Long Jump Championship.	18-01-2018	1 Day	15
80	Organized Intra-Collegiate Boys' Long Jump championship.	18-01-2018	1 Day	15
81	Organized Intra-Collegiate Lemon Race Championship (Girls).	18-01-2018	1 Day	21
82	Organized Intra-Collegiate Lemon Race Championship (Boys).	18-01-2018	1 Day	17
83	Organized Intra -Collegiate 800 M Running Championship (Boys).	18-01-2018	1 Day	25
84	Organized Intra -Collegiate 200 M Girls' Running Championship.	18-01-2018	1 Day	15
85	Organized Intra -Collegiate 100 M Running Championship (Boys).	18-01-2018	1 Day	29
86	Organized College Level One Minute Show Competition.	18-01-2018	2 Days	27
87	Organized Treasure Hunt competition	18-01-2018	1 Day	21
88	Organized Intra -Collegiate 100 M Girls' Running Championship	18-01-2018	1 Day	17
89	Organized Intra -Collegiate 200 M Running Championships (Boys).	18-01-2018	1 Day	21
90	Organized 'Mr. Bhiwapur Mahavidyalaya Competition'.	18-01-2018	3 Days	9

91	Organized Intra-Collegiate Girls' 3 Leg Race Championship	18-01-2018	1 Day	26
92	Participated in the District Level 'Swachhata Mitra Vakrutv Karandak Spardha' (District Level Elocution Competition on Cleanliness) arranged by Zilla Parishad Nagpur.	19-01-2017	1 Day	2
93	Organized College Level Mono Act Competition.	19-01-2017	1 Day	1
94	Organized College Level Rangoli Competition.	19-01-2017	1 Day	4
95	Organized College Level Tablo Competition.	19-01-2017	1 Day	29
96	Participated in the College Level Poetry Recitation Competition.	19-01-2017	1 Day	2
97	Participated in the College Level Singing Competition.	19-01-2017	1 Day	10
98	Organized Poster Competition on Women's Empowerment and Feticide & Save Girl Child by Women's Study Centre	19-01-2017	1 Day	20
99	Organized Book Exhibition Annual Day	19/01/2018 to 20/01/2018	2 Days	All the Students and Staff Members of the Institution
100	Organized Poster Making Competitions on Contemporary topics like Environment, De-Addiction, etc.	19-01-2017	1 Day	23
101	Organized College Level Pak-Kala (Cookery) Competition.	19-01-2017	1 Day	4
102	Participated in the College Level 'Anandmela Competition' arranged during the 'Annual Gathering-18'	19-01-2017	3 Days	20
103	Organized Science Exhibition (Model display).	19-01-2017	3 Days	8

104	Organized College level One Act Play Competition.	20-01-2018	1 Day	44
105	Organized Student of the Year Competition.	20-01-2018	1 Day	All the students of the College
106	Organized College Level Kala Thilagam Competition (Best performer in all the activities being conducted in the Institution).	20-01-2018	1 Day	All the students of the College who participated in the curricular, co-curricular and extra-curricular activities of the Institution.
107	Organized Group Dance Competition.	20-01-2018	5 Days	200
108	Organized College Level 'Duet Dance-Competition'.	20-01-2018	2 Days	8
109	Organized College Level Solo Dance Competition.	20-01-2018	1 Day	9
110	Organized Campus Recruitment Drive.	23-01-2018	1 Day	126
111	Organized "Career Guidance Session".	23-01-2018	1 Day	100
112	Organized Special Annual Camp on the theme 'Swachh Bharat Swasthya Bharatasathi Yuwashakti'(Youth Power for Clean India - Healthy India) held at the adopted village of Adyal in Bhiwapur Taluka. (Rehabilitated).	24/01/2018 to 30/01/2018	7 Days	75
113	Celebrated Republic Day	26-01-2018	3 Days	205
114	Participated in the Cultural Event organized by Tahsil Office, Bhiwapur.	26-01-2018	2 Days	7
115	Organized Guidance Lecture on the side effects of "Tobacco, Ghutka and Kharra" consumption.	28-01-2018	1 Day	75

116	Participated in the Inter-collegiate Dance Competition held at K.D.K college of Engineering Nagpur.	29-01-2018	1 Day	19
117	Participated in the Science Conclave "Urja" 2017-18 JSW Foundation and Jindal Vidya Mandir in collaboration with Vigyan Bharat Raman Science Centre at Kalmeshwar on 30th January, 2018.	30-01-2018	1 Day	4
118	Organized Library Orientation Programme.	02-01-2018	3	All the students and faculties.
119	Organized an Educational Tour by Department of History.	03-02-2018	1	46
120	Distributed eatables and clothes through "Swargiya Bhausaheb Mulak Students ' Welfare and Community Service Scheme".	03-02-2018	1	82 poor and needy people of the village Pusada in Ramtek Taluka.
121	Organized Awareness Camp regarding various Government Schemes	05/02/2018	1	150
122	Conducted "Grooming Session"	06-02-2018	1Day	65
123	Organized "Career Guidance Session"	06-02-2018	1Day	90
124	Conducted Campus Recruitment Drive.	06-02-2018	1 Day	160
125	Organized Sack Race Championship (Girls)	18/1/2018	1 Day	15
126	Organized One-Day Workshop on "Methods of Research Paper Writing"	17/02/2018	1 Day	125
127	Participated in Yuvarang (University Level Competitions) arranged by Director, Students' Development Department, RTMNU, Nagpur 1. Folk Dance 2. Lavani Competition 3. Rangoli Competition 4. Mehendi Competition.	20/02/2018 to 22/02/2018	3 Days	13

128	Participated in the National Level Cultural Activity "Discover North East Manipur-2018" organized by North East Zone Cultural Centre, Ministry of Culture, Government of India.	20/02/2018 to 23/02/2018	3 Days	1
129	Organized Free Sickle Cell Detection Camp.	20-02-2018	1 Day	250
130	Participated in Awareness Camp on AIDS, Cancer, Sickle Cell and Diabetes	20-02-2018	1 Day	250
131	Participated in Awareness Campaign on Environment Issues	20-02-2018	3 Days	250
132	Participated in 'SAMEP'-2018, Youth Fest Held at G.H Rasoni University, Saunsar, Dist-Chindwara. The List of programmes as given below- 1. Folk Dance 2. Lavani Competition (Solo Dance)	24-02-2018	1 Day	Folk Dance-20 Solo Dance 01
133	Organized "National Science Day"-2018.	27-02-2018	1 Day	110
134	Participated in 'Shod', State Level Science Fair-2017 at Shivaji Science College, Congress Nagar, Nagpur.	28/02/2018 to 01/03/2018	3 Days	2
135	Organized Women's Day Programme.	08-03-2018	1 Day	250
136	Organized Guest Lecture on Personality Development and Motivated students.	17-03-2018	1 Day	250
137	Organized International Women's Day	17-03-2018	1 Day	250
138	Celebrated World Water Day.	21/02/2018 to 22/02/2018	2 Days	52
139	Participated in the National Level Skit and Short Film Competition at National Environmental engineering	22-02-2018	1 Day	Skit -10 Short Film- 02



	and Research Institute, Nagpur organized on the occasion of the World Water Day on 22nd March, 2018 and bagged the First Prize of Rs. 25000.			
140	Organized Legal Aid Camp.	07-04-2018	1 Day	250
141	Organized Guest Lecture on Dr. Babasaheb Ambedkar on the auspicious occasion of his Birth Anniversary.	16/04/2018	1 Day	Staff and students
142	Organized Summer Coaching Camp.	01/05/2018 to 15/05/2018	15 Days	124
143	Organized Self -Defense Camp.	01/05/2018 to 15/05/2018	15 Days	45
144	Annual Report of Students' Counselling Centre.	Continuous in Nature	Continuous in Nature	13
145	Annual Report of Library and Information Centre.	Continuous in Nature	Continuous in Nature	-
146	Report of Syllabus Compliance Committee.	Continuous in Nature	Continuous in Nature	-
147	Conducted Remedial Classes for Slow Learners.	Odd Sem- 25/9/2017 to 29/9/2017 Even Sem- 19/3/2018 to 23/3/2018	5 days Odd Semester 5 days Even Semester	310
148	Report of the First Meeting of Alumni Association.	21/9/2017	1 Day	22
149	Report of the Second Meeting of Alumni Association.	20 /2/2018	1 Day	19
150	Organized Voter's Awareness Programme.	25/1/2018	1 Day	225
151	Action Report - Students' Grievance & Redressal Cell	26-04-2018	Continuous in Nature	14
152	Certificate Course in Tax Procedure	7/8/2017 to 6/ 2/2018	180 Days	40

## RESEARCH AND PUBLICATIONS

Our Institution supports Innovative Research Projects of staff by offering them all the requisite facilities in order to promote Innovations for creation and transfer of knowledge.

- ✚ A Major Research Project was sanctioned by UGC for a duration of 900 days, with a total grant of Rs.860600/- and the Principal Investigator received Rs. 69600/-
- ✚ A Workshop on Research Paper Writing was organized by Department of Political Science on 17/02/2018.
- ✚ Asst. Prof. Dr. Madhukar Nandanwar received 'Debut Literary Writing Award' from Vidarbha Sahitya Sangh on 14/01/2018 for Literary Writing.
- ✚ Best Award was given to the Institution for Best Magazine by Rashtrasant Tukadoji Maharaj Nagpur University on 04/08/2017.
- ✚ One Research Scholar was awarded PhD under the supervision of faculty from Department of Commerce.
- ✚ The Research Publications of various Departments in the Institution are as follows:
  - Department of Commerce -3
  - Department of Marathi-2
  - Department of Economics -2
  - Department of Sociology-1
  - Department of History-1
  - Department of Chemistry-4
  - Department of Zoology-1
  - Department of English -1
  - Department of Physical Education -3

### Books and Chapters in Edited Volumes

- Department of English- 6
- Department of Marathi-3
- Department of Economics -3
- Department of Political Science -2
- Library and Information Science -3

### Index of the Institutional Publications

*Ring-Opening Reaction of Imidazo (1,2-a) PHYRIDINES Using (Diacet-oxyiodo) benzene and NaN<sub>3</sub>: The Synthesis of  $\alpha$ -Iminonitriles* by Asst.Prof Amit Kalbandhe was published in European Journal of Chemistry-2017 which has over 12 citations.

## Faculty participation in Seminars/Conference/Symposia

### Attended Seminars/Conference

✚ International-1, National -6, State-2, Local-4

### Presented Papers

✚ International -1, National -4, State-1

✚ One Faculty was invited as a Resource Person for a State-level Seminar

**MoUs signed with Institutions of National, International importance, other Universities, Industries, corporate houses, etc. during the Year.**

Organisation	Date of MoU signed	Purpose/Activities	Number of Students Teachers participated under MoU
Dhanwate National College, Nagpur	02-Jan-15	Research/ Student Exchange / Faculty Exchange / Guest Lectures Participation in National Seminar	Faculty - Associate Prof. Dr. Sunil Shinde
Jeevan Vikas Mahavidyalya	19-Aug-17	Research/ Student Exchange / Faculty Exchange / Guest Lectures	Guest Lecture - Dr. Jobi George
M/s L.R. Urkudkar Construction Company, Shivaji lay-out, Ward No.2, Bhiwapur Post, Nagpur-441201	15-04-2018	Employment generation	Placement Awaited
Maharashtra Center for Entrepreneurship Development (MCED), UDYOG BHAVAN, CIVIL LINES, NAGPUR	20-04-2018	Employment generation	Placement Awaited
Emerging e-infotech Solutions Pvt. Ltd. Nagpur (E <sup>2</sup> SPL) Tally Institute of Learning, Nagpur	06-02-2018	Employment generation	Placement Awaited

## **INFRASTRUCTURE AND LEARNING RESOURCES**

The Institution has well-maintained infrastructural facilities for running cultural activities, Sports and Games (Indoor and Outdoor), Indoor Gymnasium, Green Gymnasium and Yoga and Meditation. The optimum use of all the facilities available in the Institution is always ensured.

The Institution has 11 Classrooms and one Seminar Hall with Wi-Fi and LAN facilities. The assigned Budget for the Academic Session excluding salary component for infrastructure augmentation was Rs. 1047000/-. The Expenditure incurred on maintenance of academic facilities was Rs. 1425977/-.

Class rooms are festooned with Interactive Boards, Smart Boards, complete surveillance system, uninterrupted power back up with 25 KVA Generator, facility for high-speed communication links, anti-virus for all Computers for the smooth delivery of all its programmes. Our Institution has 84 computers and 2 Computer Labs. We have legal Libman Software for Library Management, CMS Software for Office Management, Tally Software and Master Software for Accounting and ETNL Software for English Language Laboratory. The Institution holds a total of 84 Computers, Two Computer Laboratories, and Internet connectivity for 72 Computers, one Browsing Centre known as E-Suvidha Kendra, Three Computers for Office and eight Computers for Departments.

The students-computer ratio amounts to 11.75:1 with a total of 752 students in the current Academic Session. The bandwidth of the internet connectivity is 100 MBPS.

195 text books have been added which counts to a total of 9294. Around 194 reference books were added to make the count to 1942. The total of 13 journals were purchased. 6000 e- journals and 31500 e- books have been subscribed through N List.

The Policy Document on Procedures and Policies for maintaining and utilizing physical, academic and support facilities-Laboratories, Library, Sports Complex, Computers, Classrooms is made available on the Institutional Website.

## **STUDENTS SUPPORT AND PROGRESSION**

- ✚ Almost 254 students availed Government Scholarship and Free ship amounting to Rs 631902/- during the Academic Session 2017-2018.
- ✚ Bridge Courses for all the subjects of First Year were organized from 3/7/2017 in which 112 students showed their active participation.
- ✚ As per the policy of the Institution to sustain Quality, Remedial classes were organized from 25/9/2017 in which around 60 students participated.
- ✚ Thirteen students were given Personal Counselling by the Students' Grievance Redressal

Cell from 18/9/2017 for 13 students. Since the students' issues are confidential no mention has been made here in this Report. Two grievances were received and within 1 day these grievances were resolved.

- ✚ Mentor- Mentee Scheme. Notice was issued on 25/9/2017 and the details thereof have been notified to all the faculties.
- ✚ Department of Sports and the NCC Unit of our Institution jointly organized International Yoga Day on 21/6/2017.
- ✚ A Competitive Examination Workshop was organized in collaboration with Lokmat Daily Newspaper in which 350 students participated.
- ✚ Two students participated in Campus Placement Drive.
- ✚ Received One Gold International Award in Indo Thai International Soft Baseball Championship for Miss Priyanka Shrawan Karmore with ID Number 4846.
- ✚ Imparted Basic Computer Skills for Workplace on 23/06/2017 to 11 Teachers and 9 Non-teaching staff.

**Number of Students Progressing to Higher Education during the Academic Session:  
2017-2018**

S. N.	Name of the student enrolled for Higher Education	Name of the Stream	Name of the Institution	Name of Programme
1	Ku. Diksha Rajkumar Dahiwale	B. A.	Bhiwapur Mahavidyalaya, Bhiwapur	M. A. I Sociology
2	Ku. Laxmi Raju Waghmare	B. A	Bhiwapur Mahavidyalaya, Bhiwapur	M. A. I Sociology
3	Ku. Mayuri Suresh Nandhardhane	B. A	Bhiwapur Mahavidyalaya, Bhiwapur	M. A. I Sociology
4	Ku. Shital Moreshwarji Pudke	B. A	Bhiwapur Mahavidyalaya, Bhiwapur	M. A. I Sociology
5	Ku. Sneha Prabhakarji Ramteke	B. A	Bhiwapur Mahavidyalaya, Bhiwapur	M. A. I Sociology
6	Ku. Swati Naresh Admane	B. A	Bhiwapur Mahavidyalaya, Bhiwapur	M. A. I Sociology
7	Ku. Tanuja Rajkumar Gajbhiye	B. A	Bhiwapur Mahavidyalaya,	M. A. I Economics

			Bhiwapur	
8	Shri. Amit Naresh Meshram	B. A	P.W.S. Arts & Commerce College, Nagpur	M. A. I Economics
9	Ku. Nidhi Sanjay Sable	B. A	Bhiwapur Mahavidyalaya, Bhiwapur	M. A. I Political Science
10	Ku. Urwashi Ashok Janbanhu	B. A	Dr. Arun Motghare College, Kondha	M. A. I English
11	Ku. Smita Madhukar Sapate	B. A	Tayawade College, Koradi	M. A. I English
12	Ku. Shiwani Waman Gaimukhe	B. Com.	S.B. City College, Nagpur	M. Com. I
13	Ku. Komal Madhukar Gaimukhe	B. Com	S.B. City College ,Nagpur	M. Com. I
14	Ku. Rani Madhukar Thawakar	B. Com	S.B. City College, Nagpur	M. Com. I
15	Ku. Sudarshan Jagdish Meshram	B. Com	S.B. City College, Nagpur	M. Com. I
16	Ku. Pranali Damodhar Meshram	B. Com	S.B. City College, Nagpur	M. Com. I
17	Ku. Swati Bala Dhone	B. Com	S.B. City College Nagpur	M. Com. I
18	Ku.Komal Shalik Dhone	B. Com	C.P & Berar College, Nagpur	M. Com. I
19	Ku. Rohini Ramesh Mangrulkar	B. Com	C.P & Berar College, Nagpur	M. Com. I
20	Ku. Pradip Dnyaneshwer Patil	B. Com	C.P & Berar College, Nagpur	M. Com. I
21	Ku. Shubham Devchand Dhanvijay	B. Com	C.P & Berar College, Nagpur	M. Com. I
22	Ku. Nikita Padmakar Dhanvijay	B. Com	C.P & Berar College, Nagpur	M. Com. I
23	Shri. Naresh Namdeo Rakte	B. Com	C.P & Berar College, Nagpur	M. Com. I
24	Ku.Sneha Manik Sonune	B. Com	D.N.C College, Nagpur	M. Com. I

The 'Students' Grievance and Redressal Cell' addressed students' grievances especially issues related with University's various Examinations. The 'Anti-Ragging Cell' of the Institution was active and no untoward incident had ever been reported. Students organized programmes like Lectures, Workshops, Aids Awareness and De-addiction Rallies, Blood Donation Camps, Medical Check-up Camps, Tree Plantation Drives, Cleanliness Drives, Republic Day Celebrations, Independence Day Celebrations, Gandhi Jayanti, International Yoga Day, National Voters' Day and NSS, NCC, Sports and Cultural Events.

## **ALUMNI ASSOCIATION**

Bhiwapur Mahavidyalaya's Alumni Association extended their support in organizing various curricular, co-curricular and extra-curricular activities by way of students' training and assistance in One Act Plays, Skits on various social issues, Drama, Dance and other Sports Items. The Alumni Association sponsored Garbha Prizes of Rs. 5200/-

## **Governance, Leadership and Management**

Some of the Strategies to achieve improvisations in the sustenance of Quality in Education were decided as given below:

- ✚ Augmentation of Infrastructure.
- ✚ Introduction of Add-on Courses/Value Added Courses / Self-financing Courses as part of our Skill Development Initiative.
- ✚ Proposals were sent to authorities concerned for obtaining their NOC for recruitment of teaching and non-teaching staff.
- ✚ Improving collaborative activities and making MoUs functional.

## **INTERNAL FINANCIAL AUDIT AND EXTERNAL AUDIT**

Internal Financial Audit of the Institution was done to keep track on the administrative expenses incurred during the Financial Year. The Audit includes financial transactions resulting from salary grants, non-salary grants, unaided courses, grants received from UGC and Government Scholarships.

External Audit is conducted by an independent Finance Officer seated in the Joint Director's office. Periodical Auditing of the Institution was conducted by the Office of the Accountant General.

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

The Institution adheres to the guidelines of Statutory Bodies regarding the management of degradable and non-degradable waste. Notices to this effect were affixed on the Notice Boards for educating our students. Waste Management is managed by disposing off the Solid Waste through proper mechanisms. The wet solid waste and dry solid waste are stored in red and green coloured Bins separately. Degradable waste like garden waste and canteen waste are collected and the vermicomposting technique is used to fasten the pace of decomposing with the help of earthworms and cow dung.

### **Best Practices**

#### **BEST PRACTICE-1**

#### **CLEANLINESS DRIVE**

## **1. Objectives**

Bhiwapur Mahavidyalaya, under the aegis of its IQAC Chapter, organizes Cleanliness Drives every year to spread awareness about Cleanliness and Personal Hygiene among our students and the general public.

- To introduce modern solid waste management.
- To eliminate open defecation.
- To promote positive attitude towards healthy sanitation practices.
- To ensure the overall development of citizens in terms of health and well-being.
- To sow the seeds of responsiveness among our students towards fellow human beings for having pollution free environment to live in.
- To instill sense of Community Service among our students.
- To promote the importance of keeping our premises plastic-free.
- To sensitize our students about Institutional Social Responsibilities (ISR).
- To ensure the holistic development of our students.

## **2. The Context**

Clean environment is an indicator of progress of human beings. Many cities in India are in dire need of such Cleanliness Drives to eradicate dirtiness. With an objective of keeping our village clean, Bhiwapur Mahavidyalaya organizes Cleanliness Drives every year. Under this Drive, Cleaning of College premises and many prominent places in the city are carried out. Awareness about cleanliness and personal hygiene is generated by putting up slogans, by organizing Rallies, Street Plays and Skit.

## **3. The Uniqueness**

The Volunteers of NSS and NCC Units, in association with Gram Panchayat, Nagar Parishad and Tahsil Office, have adopted this practice as part of our Institutional Social Responsibilities for the well-being of the people in the society.

## **4. Constraints/ Limitations, if any**

Lack of awareness about the adverse effects of improper waste disposal, open defecation and strewing of garbage on public places are some of the serious concerns. Low turn-out of active participation of the people in Cleanliness Drive is another major issue, which adversely affects the primary objective of Cleanliness Drive.

## **5. Evidence of Success**

With the objective of keeping our village clean, our Volunteers of NCC and NSS Units in association with Western Coalfields Limited (WCL) conducted a Mega Cleanliness Drive at the



village Salesahari in Bhiwapur Taluka on 22th September, 2017. During this Special Cleanliness Drive, 82 Volunteers including 44 NCC Cadets cleaned the village and the nearby premises. Even the teachers were an essential part of the Special Drive.

The Volunteers of NCC and NSS created awareness among the people of the village about the benefits of cleanliness and personal hygiene. Towards the end of the programme, the participants took oath for keeping their home, locality and city clean. The Principal of the College Dr. Jobi George, the Care Taker Officer of NCC, Asst. Prof. Dr. Vinita Virgandham, Asst. Prof. Dr. Vijay Dighore, Programme Officer of NSS, Teaching and Non-Teaching Staff of the College and the local people extended their whole hearted support and cooperation in conducting this Mega Cleanliness Drive.

## **6. Outcomes**

- Students understood the importance of Cleanliness.
- Student spread awareness about cleanliness and personal hygiene among the villagers.
- Prominent places in the village were cleaned.
- Students became conscious about the importance of Health and Hygiene.
- Students became aware of the importance of keeping the premises of College and other Government Offices neat and clean.
- Succeeded to sow the seeds of responsiveness among our students towards fellow human beings for having pollution free environment to live in.
- Instilled sense of Community Service among our students.
- Sensitized our students about Institutional Social Responsibilities (ISR).
- Promoted the importance of keeping our premises plastic-free.
- Ensured the holistic development of our students.

## **7. Problems Encountered and Resources Required**

Low turnout and participation of people from the society is one of the major problems encountered during the Cleanliness Drive. In order to make the Cleanliness Drives even more successful, many more efforts are needed to be implemented in terms of creating awareness.

## **BEST PRACTICE-2**

### **PERSONALITY DEVELOPMENT AND MOTIVATION**

#### **1. Objectives**

Our Institution is committed for the holistic development of our students. Apart from the curricular activities, co-curricular and extracurricular activities are also conducted by our

Institution for grooming the personality of our students. The main objectives of organizing such programmes are;

- To help students to set their goals for better future.
- To help students to pursue their goals.
- To develop confidence among our students.
- To develop students' self-esteem.
- To develop students' decision- making ability.
- To analyze strengths and weaknesses of students.
- To provide motivation for students to achieve their goals.
- To groom the personality of students.

## **2. The Context**

Since our College is located in the rural area, majority of the students, who pursue their education, are from remote areas. These students are relatively lagging behind the students from urban background. Hence, initiatives have been taken by the Institution to fill the gap and to provide grooming to these students. Students require special attention to realize their potential and abilities. Students especially girls have to face restrictions at home and some girls discontinue their studies. In order to give them the determination, various personality development programmes have been designed. The expected outcome is that the students should be able develop self-confidence and make improvements in their self-esteem.

## **3. The Uniqueness**

Our Institution organizes various Programmes for the overall development of our students. The programmes are planned as per the need of students. The Institution analyses the strengths and weaknesses of students and provides motivation to them for achieving their goals.

## **4. Constraints/ Limitations, if any**

There are many constraints in organizing the said practice. Students from the rural background are very shy and reluctant to change themselves. Most of the students are not interested and don't even involve themselves in such activities. Overall, less attendance of the students in such programmes is another constraint in achieving the expected outcome of this practice.

## **5. Evidence of Success**

The Institution is committed for the overall development of students. Accordingly, the Institution organized Personality Development Programmes and Grooming Sessions for the students through various Committees and Study Centres. Many students have been benefitted through such activities.

## **6. Outcomes**

- Many remarkable developments have been observed among students after attending the programme.
- Students got motivated and developed positive attitude.
- Students were found to be more focused on their careers.
- Students were able to make their own decisions.
- Students were found to be determined in achieving their goals.

## **7. Problems Encountered and Resources Required**

There were many challenges, which needed to be addressed in designing and implementing this practice. Students were reluctant to change their mind-set. Most of the students were found to be down with inferiority complex and were hesitant to take up new ventures. Initially, it was a challenge to create interest among students to involve them in Personality Development activities.

The Institution integrates crosscutting issues relevant to Professional Ethics, Gender Sensitization, Human Values, Environment and Sustainability into Human Values and Professional Ethics.

Internal Quality Assurance Report Summary Prepared and Submitted by -

Prepared and Submitted by  
Dr. Mangesh V Kadu  
IQAC Coordinator

**Principal**  
**Bhiwapur Mahavidyalaya**