

The Annual Quality Assurance Report

Dr. M. K. Umathe Arts, Science & R. Mokhare Commerce College, Nagpur

2017-2018

PART-A

The plan of Action chalked out by the IQAC and its outcome:

In order to ensure quality education in the college and realizing the need of all-round development of the students, the IQAC chalked out the plan of action for the academic session 2017-2018.

The IQAC made honest efforts to realize the plans chalked out to upgrade the overall standard of the institution academically, culturally and sports-wise. It is a matter of great delight to note that most of the plans chalked out reached happy fruition. They are as follows.

- **Preparation of Academic Calendar:** Prepared Academic Calendar for the year 2017-18 and monitored the various programmes organized as per the given schedule.
- **Preparation of Annual and Monthly Teaching Plan:** IQAC asks the teachers to prepare their monthly and annual teaching plan and conducts formal and informal meetings to take the stock of the progress.
- **Emphasis on research activities of the staff:** IQAC encourages staff members to attend conferences/Seminars and present research papers. They are also encouraged to carry out Minor and Major research projects.
- **Inter-collegiate One Act Play competition:** Organized an inter-collegiate one act play competition on 31st August, 2017.
- **Inter-collegiate Debate Competition:** Organized an inter-collegiate debate competition on 17th January, 2018.
- **Teachers Appraisal and feedback to be taken from students:** Feedback was taken from the students.
- **Guest lectures to be organized:** Organized guest lectures for students.

- **Campus placement to be organized:** Invited three esteemed companies to conduct Placement drive on the campus.
- **Educational excursion to be organized for the students:** Could not Organize any educational trip this year due to university exams.
- **Faculty Development Programmes to be taken:** Organized Staff development Programmes on Personality Development of the staff.
- **NSS Camp to be organized:** Organized NSS Camp at Haladgaon (Champa).
- Organized different extra-curricular and co-curricular activities for the overall development of the students.

PART: B

1. Activities Reflecting the goals and objectives of the Institution:

The main aim of the institution is to develop all-round personality of the students and to prepare better and responsible Indian Citizens. The institution has taken initiative in shifting the teacher-centric learning process into student-centric one. To make teaching-learning more effective and interesting, ICT tools are used by the teachers. Besides, there are different cells in the institution that organize various programmes for the overall development of the students. Guest lectures, industrial visits, competitive examinations, debate, One Act Play, essay competition, Elocution competition and cultural programmes are organized frequently in order to provide a platform for students to showcase their talent in public.

2. New Academic Programme Initiated: Nil

3. Innovations in curricular design and transaction:

As the college is affiliated to R.T.M. Nagpur University, Nagpur concerned Boards of Studies draft and prepare syllabi for all the courses. Hence the college does not have any direct role to play in bringing innovation in curricular design. Teachers who get elected or nominated to the boards of studies do play their roles in framing the syllabi. The college teachers after studying the syllabi prescribed by the University for different streams; devise and follow a combination of different teaching methods to make the process of teaching and learning more effective and interesting. Photocopies of reference material pertaining to different subjects are made available to the students as and when needed.

4. Inter-disciplinary Programmes started: Nil

5. Examination Reforms implemented:

The University conducts annual examinations for different course

programmes, the institution does not have any scope to bring reforms but to provide itself as a centre for the smooth conduct of examinations.

Evaluation of the performance and preparation of the students is done continuously in the college. Unit tests and Term examination are conducted at the college level.

6. Candidates qualified NET/SET/GATE etc.: Nil

7. Initiative towards faculty development programmes:

1. A lecture on **Holistic Approach Towards Work, Life & Stress Management** was organized on **9th September, 2017** under Faculty Development Programme. **Shri. Arvind Londhe** was invited as a resource person for the same.

2. One day workshop on **Moodle** was organized on **1st May, 2017** for the teaching staff. **Dr. Rekha Sharma** conducted the said workshop.

3. One Weeklong Workshop on Moodle was Organized for the teaching staff. **Dr. Vaishali Meshram** conducted the said workshop and helped teachers to create their moodle site.

Teaching and non-teaching staff are encouraged to participate in seminar, workshop, conference etc. to get themselves acquainted with the latest developments in their respective areas and in order to gain innovative ideas. During the last academic session following members of teaching and non-teaching staff participated in such programmes.

SN	Name of Teacher	Department	Seminar conferences etc. attended		
			International	National	State
1.	Dr. D. V. Naik	English	01	01	-
2.	Dr. R. B. Selukar	Commerce	-	01	-
4.	Prof. G. K. Bhise	---,,---	-	-	-
5.	Dr. D. S. Sukhdeve	---,,---	01	-	-

6.	Dr. U. S. Salve	History	02	01	-
7.	Dr. K. R. Tekade	Pol Science	02	01	-
8.	Dr. V.K. Bansod	Economics	-	-	-
9.	Prof. Sameer Naim	English	01	01	-
10.	Prof. K. R. Borkar	Home Eco	01	02	02
11.	Dr. Vaishali Meshram	English	01	02	01
12.	Dr. Preeti Gaidhane	Marathi	02	01	01
13.	Prof. V. B. Khedkar	Sociology	01	01	01

Orientation Programme: Dr. Vaishali Meshram attended Refresher Course in ICT Application and Soft Skills programme at Academic Staff College, Nagpur (University Computer Lab) from **22/09/2017** to **12/10/2017**.

8. Total Number of Seminars/Conferences/Workshops conducted: Nil

9. Research Projects: Nil

Newly Implements: Nil

10. Patents generated, if any: Nil

11. New collaborative Research Programmes: Nil

12. Research grants received from various agencies: Nil

13. Details of Research Scholars:

1. Prof. K. R. Borkar: “Nagpur Shaharatil Kanishtha Mahavidyalayatil Vidyarthinimadhe Grahak Saurakshanbaddal Asleli Jagrukta: Ek Chikitsak Abhyas” (**Submitted**)

2. Prof. Sameer Naim: “A Study of Khaled Hosseni’s Novels: As a Tapestry of Love, Friendship, Redemption and Hope” (**Submitted**)

3. Prof. Vinod B. Khedkar : “Maharashtratil Khulya Karagruhatil Kaidyancha Samajshastriy Abhyas.” (**Ongoing**)

4. Prof. R. B. Selukar: “Nagpur Jilhyatil Mahila Shramikanchya Samajik

Wa Aarthik Stitiche Adhyayan” (Awarded)

14. Citation Index of Faculty Members and Impact Factor:

• **No. of Papers Published:**

1. Dr. Kalpana Tekade- 01
2. Prof. K. R. Borkar - 01
3. Prof. Sameer Naim-01
4. Dr. Vaishali Meshram-02
5. Dr. Preeti Gaidhane – 04
6. Dr. Ujwala Salwe – 01
7. Prof. V. B. Khedkar- 02

• **No. of lectures delivered by the teachers:** Dr. Vinod B. Khedkar: 02

• **No. of lectures broadcasted on Akashwani:** Nil

• **No. of Books Published:**

Dr. R. B. Selukar: 03

1. **Financial Accounting:** B. Com II Semester 3 (4th July, 2017) ISBN: 978-81-922554-5-3
2. **Financial Accounting:** B. Com II Semester 4 (31st October, 2017) ISBN: 978-81-922554-5-3
3. **Financial Accounting:** B. Com II Semester 4 (Eng Medium) 3rd December, 2017 ISBN: 978-81-922554-5-3

15. Honors/Awards to the Faculty:

1. **Dr. D. V. Naik (Principal)** got elected in Board of Studies in English in the University elections held in December.
2. **Dr. Vijay Bansod** got elected in Board of Studies in Economics.

16. Internal Resources generated: Nil

17. Details of Departments getting SAP, Consist/DST, FIST etc. assistance Recognition: Nil

18. Community Services:

It is our perennial endeavor to inculcate social sense amongst our students through various co-curricular and extra-curricular activities. The college is committed to the cause of the society. For this purpose, the college organizes and takes part in many social and cultural activities for this noble purpose. NSS cadets and NSS Programme Officer participated in the following programmes.

1. National Youth Day
 2. Rashtrasant Tukdoji Maharaj Sahitya Sammelan
 3. Cleanliness Awareness Programme
 4. Red Ribbon Club
 5. Road Safety Drive
 6. Science and Spirituality
 7. De-addiction Camp
 8. Workshop on Air force
 9. Disaster Management
- Organized College N.S.S. Camp at Parsodi (Champa) during **9th January - 15th January, 2016.**
 1. National Electoral day
 2. Republic Day
 3. Blood Donation Camp
 4. Constitution Day
 5. De-addiction Drive
 6. Literacy Campaign
 7. Cleanliness Drive
 8. International Women's Day
 - College Cultural Committee organized the following programmes
 1. **22nd June, 2017:** Celebrated Yog Din.

2. **16th June, 2017:** Wall Magazine “**Samwaad**” was released.
3. **2nd August, 2017:** Celebrated Swachhata Shapath Din
4. **15th August, 2017:** Celebrated Independence Day with tree plantation.
5. **20th August, 2017:** Conducted Meditation Programme
6. **23rd August, 2017:** Organized Military training Programme
7. **1st September, 2017:** Inter-college one act play competition was organized.
8. **5th September, 2017:** Teacher’s day was celebrated.
9. **14th October, 2017:** Presented a programme by College students at Dikshabhoomi.
10. **15th October, 2017:** Reading Competition was organized.
11. **26th November, 2017:** Constitution day was celebrated.
12. **6th December, 2017:** Dr. B. R. Ambedkar’s Death Anniversary was commemorated.
13. **8th December, 2017:** A programme on “Cleanliness is a Service” was celebrated.
14. **20th December, 2017:** Road Safety and traffic rules awareness programme was organized in collaboration with Sanjeevani Foundation.
15. **23rd December, 2017:** Annual Sports and Cultural Week. Annual Day Programme was celebrated.
16. **24th December, 2016:** Blood Donation Camp was organized by N.S.S to commemorate the birth anniversary of Dr. Annasaheb Umathe.
17. **3rd January, 2018:** Celebrated Birth Anniversary of Krantijyoti Savitribai Fule.
18. **5th January, 2018:** Organized Pre-marriage Counseling “**Bharosa**”

for girl students in collaboration with Aastha Cell.

19. 17th January, 2018: An Inter-collegiate debate competition was organized.

20. 29th January, 2018: The institution participated in Dakshinayan Movement “Samas” along with the other 12 institutions of Nagpur. Organized a programme in order to provide a platform for the knowledgeable Academicians who had assembled in Nagpur with common motive.

21. 7th February, 2018: A programme on Personality Development was organized.

19. Teachers and Officers newly recruited: Nil

20. Teaching-Non Teaching Staff ratio: 11:7

On Grant: Teaching – 11

Non-Teaching –7

21. Improvement in Library Services:

Library has started Reprography service for the staff and students from the session 2017-18.

22. New Books/Journals subscribed and their value during the academic session 2017-2018:

Books:	No. Of Books	Amount
Senior College-	463	99805 /-
UGC Grant-	-----	-----
Dept. of Computer Sci.	-----	-----
Journals/Magazines:	23	15380 /-

23. Course in which student assessment of teachers is introduced and the action taken on student feedback:

Students of all streams were given the feedback forms. The assessment of

all the subject teachers was done on the basis of the information furnished in the forms by the students. Forms were scrutinized and the concerned faculties are given oral instructions and suggestions.

24. Unit cost of education:

(Unit cost = $\frac{\text{total annual recurring expenditure (actual)}}{\text{total number of students enrolled}}$)

(a) Including the salary component: $\frac{42542410}{407} = 104526 /-$

407

(b) Excluding the salary component: $\frac{9896224}{407} = 24315 /-$

407

25. Computerization of administration and the process of admission:

The college administrative office is fully computerized. The process of admission and University examination results are also computerized. Computerized certificates are issued to students and staff.

26. Increase in infrastructural facilities: Nil

27. Technology Upgradation:

Students are provided free access to computer and internet. They are allowed to download the required material on their respective floppies and CD's. Fully Automation of the office is also done.

28. Computer and internet access and training to teachers and students:

The teaching and non-teaching staff is being trained in basic computer operation. The staff and the students are provided free access to computer and internet.

29. Financial aid to students:

Usually the students are given government of India scholarship and Freeship. But this year the grant is yet to be passed and hence cannot provide you the details for the same. Besides scholarship from the Government, the college provides financial assistance to the students who

belong to the economically weaker sections of society. The financial aid is being provided in terms of money and books from the library. Financial Assistance is provided only after thorough verification. Class teachers are asked to identify such students who are good at studies but economically poor.

30. Activities and support from the Alumni Association:

The institution organized a meeting of the alumni on **7th March, 2018** and they attended the meeting in large number. It was decided that they would deliver guest lectures and conduct placement drive.

31. Activities and support from the Parent-teacher Association:

The institution organized a meeting of parent and teacher meeting on **8th March, 2018**. They attended the meeting in large number and gave suggestions.

32. Health Services:

Every year Medical and Physical tests are held for all the students (girls and boys separately). Special attention is paid to the girl students who suffer from anemia and other specific pre-marital problems.

A campaign was organized to stop unhealthy habits like tobacco chewing, Ghutka, spitting etc. in the premises of the college.

Visiting Doctors: Dr. Aniruddha Murar and Dr. Mrs. Murar have helped certain students for minor and major operations whereas the needy student patients have got concession facility. Physical test was conducted on **13th and 14th February, 2018** by Prof. Sharma. Medical Test was conducted on **15th and 16th February, 2018**.

33. Performance in Sports Activities:

Every year students of our college take part in various sports events organized by Sports Club and other colleges and R. T. M. Nagpur university. During the academic session 2017-17 students of our college

participated in the following events and disciplines.

34. Incentives to outstanding sportsperson:

Free admission, sports kit, shoes, track suit, gifts etc. are some of the incentives given to outstanding sportsperson.

35. Students' achievements and awards:

1. Ganesh Nakshine won second prize in Rangoli Competition.
2. Yash Tadas bagged consolation prize in inter-collegiate debate competition.
3. Madhura Samak won best Actress Prize in Inter-collegiate One Act Play Competition.

36. Activities of the guidance and counseling unit:

1. UPSC/MPSC/Competitive Examination Guidance programme was organized on **18th July, 2017** for the students. Dr. Krunal Damkundwar was invited for the guest lecture.
2. A workshop on **Heartfulness: An Invitation** was organized on **20th, 21st and 22nd July, 2017**.
3. A programme on **Samarpan Dyaan Yog** was organized on **25th August, 2017**. Wrushali Chutke, Liladhar Thamke and Vimla Ben Patel were prominently present for the programme.
4. UPSC/MPSC Examination Guidance programme was organized on **17th October, 2017** for the students. Shri. Atul Parshuramkar was invited for the guest lecture.
5. A sample Test Examination for Banking was conducted on **28th December, 2017**.
6. A guest lecture delivered by Prof. Vijay Ansari was organized on **6th January, 2018**. He enlightened the students on "Financial Education Programmes."
7. A guest lecture on "Tayari Spardha Parikshechi" was organized on

20th January, 2018. Prof. Gaikwad from Unique Academy guided the aspirants.

8. A seminar on Career Planning was organized on **8th February, 2018.** Mamta Chhatre and Sankalp Nadurkar conducted the said workshop.
9. A “Gillette King Competition” was jointly organized by our institution, Gillette Company and Lokmat Papers Pvt. L.td. Nagpur.

37. Placements services provided to students: The Placement cell interact and invite industries for conducting seminars in the institution and also for placement.

1. **Vijay Nirman Company P.vt. L.td, Nagpur:** 15th March, 2018
2. **Sudhir Constructions Infraspac L.td, Nagpur:** 15th March, 2018
3. **Ureka Forbes Pvt. Ltd.:** 15th March, 2018

38. Development Programmes for non-teaching staff: Nil

39. Healthy practices of the institution:

1. The institution organizes NSS camp in the remote village every year. Various awareness programmes are organized for the students and the villagers.
2. Meditation class in first lecture on Saturdays.
3. Inter-collegiate One Act Play competition and Debate Competition are organized every year.
4. Wall of Humanity.
5. Book Bank Scheme
6. Student Welfare Fund

40. Linkages developed with National /International, academic, research bodies:

This year we don't have any linkage with any National, International academic and research bodies. But in 2016 the institution developed

linkages with some esteemed institutions of Nagpur and formed two college clusters. The institution has also signed MoUs with an Academy and two companies as well. The details are as follows.

1. Renuka College, Nagpur and Yashwantrao Gudadhe Patil Memorial College, Nagpur- Cluster Maitri
2. Santaji Mahavidyalaya, Nagpur and Principal Arunrao Kalode Mahavidyalaya, Nagpur- Cluster SUK
3. Icon Academy
4. Safeguard Detective & Manpower Solutions P.vt. L.td., Nagpur- Industry
5. Spanncraft Hydrosystem- Industry

41. Any other relevant information the institution wishes to add: Nil

PART C

The Plan for the next academic session 2017-18 are as follows:

1. Preparation of Academic Calendar.
2. Preparation of Subject wise Annual teaching Plans
3. Guest lectures to be organized.
4. Emphasis on research activities of the staff
5. Linkages with more colleges/ Academy/Industry
6. An inter-collegiate One Act Play competition to be organized.
7. An inter-collegiate Debate Competition to be organized.

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