

**WOMENS' COLLEGE OF
ARTS
AND
COMMERCE**

310-B, New Nandanwan, Nagpur – 440009

Internal Quality Assurance Report

Session : 2017-18

WOMENS' COLLEGE OF ARTS AND COMMERCE

310-B, New Nandanwan, Nagpur – 440009

I Q A C Committee

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10. Dr. M. D. Gulhane : Co-ordinator

WOMENS' COLLEGE OF ARTS AND COMMERCE
New Nandanwan, Nagpur – 440009

IQAC REPORT

Session : 2017-18

Name of the College : Women's college of Arts and Commerce

Name of the Affiliating University : Rashtrasant Tukadoji Maharaj Nagpur
University, Nagpur.

Year of Report : **2017-18**

Section A : Plan of Action chalked out by the IQAC in the beginning of the year towards quality enhancement.

1. Academic Improvement :

- Workshop on how to face a NAAC.
- Books to be purchased of recent syllabus.
- Research paper and Journal to be published by faculty members.
- Books to be publish by Faculties.
- To be Accredited by NAAC peer team.

2. Infrastructure Development :

- Washroom for girl's students with vendor machine.
- Stationery shop for college students.
- Room for emergency medical treatment.

3. Environment Improvement :

- Plantation Drive.
- Cleanliness Drive.
- Environment awareness rally.
- Essay competition.
- Collection of 'Nirmalya' in Festival season.
- Row down Medicinal plants.
- Solar System.
- Water purifier.

Section B : Details in respect of the following

1. Activities reflecting the goals and objectives of the college.

- Essay and G K competition.
- Guest lecture of eminent person.
- Educational tour.
- NSS activities to create the feeling of service and duty towards society.

- Women's day, birth and death anniversary of National heroes to highlight the significance, so as to inspire and motivate the students to be worthy citizen.
- Extracurricular activities.

2. New academic programmes initiated (UG and PG) : Nil

3. Innovations in curricular design and transition.

- Educational Tours in Industries and Banking Sector.
- Expert (Guest lecture) and Alumni lecture.
- Visit to Nagpur Legislative Assembly.
- Exhibition on Hiroshima and Nagasaki by peace society.
- Exhibition on subjective Models.
- Quiz competition and debate.
- Training on PPT presentation.
- Workshop on Modern Teaching aids.

4. Inter-disciplinary programmes started : Nil

5. Examination reforms Implemented.

- Four unit test and surprise test.
- Terminal exams.
- Parents teachers meet to review the performance of students.
- Home assignments.

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

7. Initiative towards faculty development programme.

- Expert guest lecture.
- Orientation and Refresher course.
- Orientation on new syllabus.
- Faculty attend conference and workshop.
- Research methodology course.

8. Total Number of Seminars / Workshop / Conference conducted.

- Workshop on NAAC.
- Workshop by Women's cell.
- Workshop by Home Economics department.
- Workshop on GST.
- Workshop on English communication.
- Workshop on Basic Accounts.

9. Research Project :

- Ongoing : Nil
- Completed : Nil

10. Patents generated, if any : No

11. New collaborative research programs : No

12. Research Grants received from various agencies : Nil

13. Details of research scholars. : Nil

14. Citation Index of faculty members and impact factor. Nil

15. Honors / Awards to the faculty :

- a. National : Nil
- b. International : Nil

16. Internal resources generated. Nil

17. Details of departments getting assistance / recognition under SAP, COSIST (ASSIST) / DST, FIST, and other programmes. Nil

18. Community Services :

- Women's literacy awareness program.
- Workshop on Self-employment by Home Economics department.
- Pre marriage counselling.
- Tree plantation and cleanliness programme.
- Awareness on female foeticide.
- Provision of water counter for public.
- Library for Public.

19. Teachers and officers newly recruited : Nil

20. Teaching – Non-teaching staff ratio : 16:09

21. Improvements in the library services :

- Home Lending
- Reference
- Book Bank
- University Exam papers
- Information display board
- Inter Library loan
- Xerox facility
- Internet
- User Awareness (Library Orientation Program)

22. New books / journal subscribed and their value :

- Text books – 359 – 85859/-
- Reference books – 57 – 31842/-
- Journals – 22 – 4280/-

23. Courses in which student assessment of teachers is introduced and the action Taken on student feedback.

- In B A, B Com and M Com students assess the teachers in their feedback. There is a system to communicate student's feedback to the concerned teachers and provide suggestions for improvement in Teacher Councils Meeting.

24. Feedback from stakeholders:

- Feedback from the stakeholder is taken related to syllabus and teaching. It is discussed in the meeting by the principal with the head of the departments and plan is made to overcome those lacunae if any.
Parents – Teachers meets are organized and feedback is taken from them informally about the curriculum.

25. Unit cost of education : 46864/-

26. Computerization of administration and the process of admissions and examination results, issue of certificates.

- Examination process is computerized.
- Scholarship process is computerized.
- College admission process is computerized.

27. Increases in the infrastructural facilities :

- Washroom on each floor.
- Room for security guard.
- Students facility Centre.

28. Technology up gradation :

- 40 MBPS internet connection.
- ICT facility.
- Latest computers.
- Intercom.
- Office with computers, printer and Xerox.

29. Computer and internet access and training to teachers, non-teaching staff and students.

- One day training to teachers, non-teaching staff.
- Training to students for basics in computers and PPT presentation.
- One day practical training for Internet operations and applications.

30. Financial aid to students.

- We have students welfare fund to finance poor and needy student's fee.

31. Activities and support from alumni association.

- Provide guidance to present students.
- Participation in annual sports activities.
- Encourage them for cultural functions.
- Guide the students in job placement and self-employment.

32. Activities and support from the parents-teacher Association.

- Parents participate and support in the activities of NSS Unit and cultural function of the Institution.

33. Health Service.

- First aid service available in the college.
- Medical examination and physical efficiency test of the students.
- Keeping in view the fitness of students, we organize various sports activities in the college.
- Free emergency transportation is made available to the students during hospital emergency.
- The college has also made an arrangement of Doctor on call.
- Lectures by the specialist are organized on stress management, health hygiene, and diet control and blood donation.

34. Performance in sports activities.

35. Incentives to outstanding sportspersons.

- Track Suit
- Shoes
- T Shirts

36. Students achievements and awards.

➤ Cultural

37. Activities of Guidance and Counselling unit.

- Remedial coaching classes for failure students.
- Expert lectures organized for competitive exams.
- Guidance for professional courses.
- Guidance for Health & Hygiene.
- Guidance for Social activities.
- Pre-marriage counseling.
- Counselling at the time of admission for choosing faculty.
- Counselling on domestic problems.

38. Placement Service provided to students.

- Placement service is provided to students by Arya Motors, Tajashree Motors, Hero Honda Motors, A K Gandhi Traders, Tata consultancy, Aditya Birla Consultancy and Veedoms Traders.

39. Development programmes for non-teaching staff.

- One day training programme by computer department for better use of computer.
- Training programme for online submission of form.
- Meeting of non-teaching staff once in a year for discussing the office management, their performance, progress and difficulties. Suggestions regarding working strategies are called upon.
- Programme for Class IV employees for stress management.

40. Good practices of the institution.

- Birth and death anniversary of eminent personalities.
- Environment awareness programme.
- Women's welfare projects to help the students.
- 'Just a minute' practice to develop English communication for students.
- 'Save girl child'.
- Calligraphy programme.

41. Linkages development with National / International, academic / research bodies.

- MOU with Punjabrao Deshmukh Research Institute.
- MOU with Dr. Ambedkar Research Institute.
- MOU with MITCON.
- MOU with MCED.
- MOU for library loan with different colleges.

42. Action Taken Report on the AQAR of the previous year.

- Workshop Arranged on Self-employment.
- Organize educational tour.
- Workshop by Hone Economics department for local community for making home products.
- Training programme for Teaching and Non-teaching organized.
- Books Published by faculty members.

43. Any other relevant information the institution wishes to add.

- No

Section C : Outcomes achieved by the end of the year.

1. Academic Improvement:

- Workshop held on hoe to face NAAC.
- Books purchased of recent publication.
- Research paper published by faculty members.
- NAAC workshop conducted.
- Books published by faculties.
- Accredited by NAAC with grade “B”.

2. Infrastructure Development :

- Room allotted for Grievance and Redressal Cell.
- Washroom facility for girls students.
- Stationery shop for students started.
- First aid room facility.

3. Environment Improvement :

- Planted the saplings in the rainy season.
- Cleanliness Drive conducted on occasion of ‘Gandhi Jayanti’
- Conducted environment awareness rally to know the importance of flora & fauna.
- Conducted essay competition on environmental awareness.
- Collected ‘Nirmalya’ in Festival season and hand over to NMC.
- Solar System installed.
- Water purifier installed.

Section D : Plans of the college for the next year.

- Start P G classes in Arts faculty.
- To set up language lab.
- To start calligraphy classes.
- To organize exhibition on Hiroshima, Nagasaki and Mint (Coins).
- To organize inter collegiate essay competition.
- To organize personality development camp.
- To start B Com 1st year in English medium.
- To start Research Centre.