

ANNUAL QUALITY ASSURANCE REPORT

For the year 2013-14



Estd. 1969

Dhote Bandhu Science College

Gondia - 441 614

(Centre for higher learning & research)

Affiliated to RTM Nagpur University

Re-accredited grade 'A' by NAAC, Bangalore

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution

Dhote Bandhu Science College, Gondia (MS)

1.2 Address Line 1

Tirora Road,

Address Line 2

Gondia

City/Town

Gondia

State

Maharashtra State

Pin Code

441614

Institution e-mail address

principal@dbscience.org

Contact Nos.

07182-252467, 252623

Name of the Head of the Institution:

Dr. P. A. S. Naidu

Tel. No. with STD Code:

07182-252467

Mobile:

9423412712

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

MHDBSC 12368

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B ⁺	78.20 (Institutional Score)	2004	Till Feb 15, 2009
2	2 nd Cycle	A	3.04	2011	Till Sept. 15, 2016
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC:DD/MM/YYYY

1.8 AQAR for the year (for example 2010-11)

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 2009-10 submitted to NAAC on Sept. 20, 2010
- ii. AQAR 2010-11 submitted to NAAC on Sept. 20, 2011
- iii. AQAR 2011-12 submitted to NAAC on Sept. 25, 2012
- iv. AQAR 2012-13 submitted to NAAC on Aug. 27, 2013

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*)

RTM Nagpur University, Nagpur

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

Autonomy by State/Central Govt. / University	<input type="text"/>		
University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	<input type="text"/>
UGC-COP Programmes	<input type="text" value="√"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="9"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="1"/>
2.4 No. of Management representatives	<input type="text" value="1"/>
2.5 No. of Alumni	<input type="text" value="1"/>
2. 6 No. of any other stakeholder and community representatives	<input type="text" value="02"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>
2.8 No. of other External Experts	<input type="text" value="0"/>
2.9 Total No. of members	<input type="text" value="16"/>
2.10 No. of IQAC meetings held	<input type="text" value="2"/>

2.11 No. of meetings with various stakeholders: No. 2 Faculty 1

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 Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- State-of-art ICT enabled class rooms (Smart cum interactive boards)
- Established the college as 'Center for Higher Learning & Research'
- Established Research Advisory Committee for strengthening Research
- Established linkages with Local Industries for producing skilled man-force
- Strengthened Career Guidance and Placement Cell- Good number of students placed in Multinational Companies like TCS, Adani Power, Multiorganics etc
- Enhanced employability by introducing additional interdisciplinary CRT programmes / personality development programmes
- Established IGNOU Study Centre
- Upgraded library by subscription to e-journals and e-books through N-LIST programme
- Sensitizing students to ecological and environmental issues through NSS
- Invited talks arranged in almost each department
- Empowering lady staff and female students with life skills through Women Empowerment scheme: A sensitization program – 'Jagar Janiwancha'
- Initiation for organizing International conference
- Initiation of Skill based degree course and certificate courses under community College Scheme.
- PBAS-API format as per the guidelines of RTM Nagpur University implemented in Career Advancement Scheme of teachers for self-appraisal and teachers have successfully undergone their CAS.

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
Annexure II	

** Attached the Academic Calendar of the year as **Annexure I**.*

2.15 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☒ Syndicate ☐ Any, other body (IQAC) ☒

Provide the details of the action taken

-

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		01	01	
PG	5	-	05	
UG	08	-	02	
PG Diploma				
Advanced Diploma				03
Diploma				03
Certificate				03
IGNOU	01	02	-	-
Total	14	03	08	09
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	08+05 =13 (UG 1 st year + PG 1 st & 2 nd year)
Trimester	
Annual	08 (UG 2 nd & 3 rd year)

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

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

***Please provide an analysis of the feedback in the Annexure**

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

Annual pattern switched to Semester pattern, IGNOU certificate courses

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

Centre for Higher Learning & Research, IGNOU study centre

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
29	18	10	01	-

2.2 No. of permanent faculty with Ph.D.

18

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
01	13	-	-	-	-	-	-	01	13

2.4 No. of Guest and Visiting faculty and Temporary faculty

28

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		28	
Presented	01	19+20*	
Resource		9	

* Papers published in conference proceedings

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

- Teaching through Interactive Board (ICT enabled class room)
- CRT programme, Gender sensitization programme, Skill Development
- Research paper presentation

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

184

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

Assignments and Unit tests

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

04

2.10 Average percentage of attendance of students

80%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Sc.	120	3	18	43	-	62.05
B.C.A.	38	-	5	63.15	-	68.42

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

- Dissemination of the activities to be carried out to individual departments
- Monitoring and periodic progress enquiry
- Check on out come at the end of session
- Feedback mid-term or at the end

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	03
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	04
Faculty exchange programme	-
Staff training conducted by the university	-

Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	02
Others (Training course)	01

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	06	05	-	-
Technical Staff	43	02	-	-

Criterion – III

3. Research, Consultancy and Extension

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

- Set up Research Advisory Committee to accelerate R & D
- RAC motivates the staff to undertake MRP, publish papers
- Felicitation of staff for their publication of paper in reputed journal

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				03
Outlay in Rs. Lakhs				Appx. Rs. 6000000/-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	03	08	01	-
Outlay in Rs. Lakhs	300000/-	1354500/-	215000/-	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	20	03	
Non-Peer Review Journals			
e-Journals	02	-	
Conference proceedings	01	20	

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2 yrs	UGC	1654500/-	1334500/-
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		UGC	1654500/-	1334500/-

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)

3.10 Revenue generated through consultancy

3.11 No. of conferences
organized by the
Institution

Level	International	National	State	University	College
Number	01*	01			2
Sponsoring agencies		DST-INSPIRE			

*Proposed to NAAC, UGC, NSDC etc.

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 in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

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="-"/>	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"/>	College forum	<input type="text"/>
NCC	<input type="text"/>	NSS	<input type="text" value="07"/>
		Any other	<input type="text"/>

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

- Sensitizing students to ecological and environmental issues
- Creating more avenues for students to engage in community services

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	03 acre	-	-	03 acre
Class rooms	17	(Renovated)	UGC	17
Laboratories	14	(Renovated-09)	UGC	23
Seminar Halls	01	(Renovated-01)	UGC	02
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	02	UGC	02
Value of the equipment purchased during the year (Rs. in Lakhs)		1583024/-	UGC	1689247/-
Teaching Aids		59535/-	UGC	
Audio Visual		46688/-	UGC	
Other - Instruments	-	100874/-	College	100874/-

4.2 Computerization of administration and library

MIS,
OPAC and Computerised Library

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	43796	4597757	1183	401834	44979	4999591
Reference Books						
e-Books	NLIST					
Journals	23	33650			23	34700
e-Journals	NLIST					
Digital Database						
CD & Video					357	-
Others (specify)					10	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centre	Computer Centres	Office	Depart -ments	Class Room
Existing	116	30	Networked	6	36	10	21	Nil
Added	14	13		-		02	03	09
Total	130	43		6	36	12	24	09

4.5 Computer, Internet access, training to teachers and students and any other programme for technology

Upgradation (Networking, e-Governance etc.)

- Periodic Training for e-governance
- Training to the teachers for using interactive board
- Computer training workshop for non-teaching
- Training to students for online registration, portfolio, online aptitude test for certain programme like TCS ignite

4.6 Amount spent on maintenance in lakhs :

i) ICT

-

ii) Campus Infrastructure and facilities

124415/-

iii) Equipments

21350/-

iv) Others (ordinary repairs)

496254/-

Total :

Rs. 652019/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

As per the action plan framed, through Notification, SMS services, through telephonic correspondence and web notification the student supports services are addressed.

Organizing Campus or off campus Placement-

The College organizes the campus placement programme to help student to seek the job when they are in the last phase degree course. The Career guidance and placement cell of college invites the reputed organizations for this purpose. Adani Power Maharashtra Ltd., Tata Consultancy Services, Multiorganics Pvt. Ltd, ePHP Solutions, have been conducted the campus interviews and more than 25 students have been placed in these organization. Some consultant and institutions seek the students' information to call them for PI. The cell recommends pass out students and final year appearing students for giving opportunity to appear in their recruitment process.

Special emphasis on completing course through Academic Support-

The college takes extra efforts to help all the student to complete all the syllabus to be achieved to pass the course as well encourages the scholar student to get the good grades by providing timely, objective academic support.

Grievance Redressal mechanism-

Students' grievances are collected in bulk or individual, Issues are discussed in the students' Grievances Redressal Cell and possible solutions of grievances raised by the students are communicated to the students.

Student Health-

Maintaining good health related programmes are organized by the college to help student teacher to cope with the comprehensive programme schedule. The college organizes medical check up programme for all the students twice in a session and in emergency on call doctor facility is provided.

Felicitation of students-

The students showing the outstanding performance in academics or co-curricular activities are felicitated and cash prize also provided.

Scientific temper among students-

Students are keep informed and motivated for to participate in science exhibition, summer school programmes, different university/state level event based on scientific temper.

Providing Guidance and Counseling Services-

All kind of guidance services are provided to students by organizing the short term programme like CRT, personality development, Motivational talk, talk on employments etc. The college organizes the workshops, seminars and personal contact programmes for the students.

5.2 Efforts made by the institution for tracking the progression

Through periodic internal assessment the formative evaluation is performed to track the progression made by student and communicated to them. Students are provided the guidance and counselling services on one to one basis based on their performances. The college compiles the student progress twice a year.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
721	76	-	

(b) No. of students outside the state

29

(c) No. of international students

-

Men

No	%
243	30

Women

No	%
554	70

Last Year								This Year							
General	SC	ST	OBC	PH	SBC	VJ/NT	Total	General	SC	ST	OBC	PH	SBC	VJ/NT	Total
204	121	32	545	0	33	13	948	152	91	19	503	0	21	13	799

Demand ratio 1:2

Dropout % 0.4

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

- [1] Remedial classes for SC/ST/OBC students
- [2] Supported Coaching for entry for services
- [3] Organised workshop on Soft Skill Development, Equal Opportunity

No. of students beneficiaries

648 [1] and 40 [2]

5.5 No. of students qualified in these examinations

NET

SET/SLET

4

GATE

1

CAT

IAS/IPS etc

State PSC

UPSC

Others

30

5.6 Details of student counselling and career guidance

- Periodic Guidance to the student
- Interaction of students with experts
- Professional counselling by the faculty members to the student by giving advice in their respective areas of expertise that support students in making complex decisions and facing difficult situations. This normally happens after the campus recruitment programme is conducted. Student is always in dilemma in making a choice to select a career in different level. The role of faculty members is to help student such as career exploration, personal career development and other career related issues.

No. of students benefitted

30

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
3	68	22	05

5.8 Details of gender sensitization programmes

- Organised seminar, symposium, workshop for integrating gender sensitization issues like Jagar Janivancha, Programme on Women's Rights, Empowerment etc.

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	03	3000/-
Financial support from government	585	45,62,887/-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	03	Rs. 60000/-/year

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:

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

To take education to the doorsteps of the downtrodden and economically backward people of Eastern Vidarbha.

Mission:

- To disseminate the latest and updated knowledge.
- To promote in campus research activity.
- To ensure all round development of a student.
- To train the students for self-employment.
- To crave the true citizens and skilled professionals of tomorrow.

6.2 Does the Institution has a management Information System

Yes, the Institution has a management Information System.
(Complete ERP provided by Amyo Technology, Aurangabad)

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

6.3.1 Curriculum Development

- Developed and proposed the syllabus for B.Voc. Degree programme.
- Work shop on curriculum in semester pattern.
- Revision/updating of syllabus through BOS member as per feedback

6.3.2 Teaching and Learning

Beside the traditional teaching & learning process, ICT usage is promoted. Interactive boards, PPT slides / PDF presentation, CAD tool / simulation techniques are adopted.

Further, the teaching learning process enriched by inculcating numerous extracurricular activities. Some of them are enlisted below.

- Bridge course/Orientation programme in the beginning of session
- Entrepreneurship Development Programmme by “MITCON Consultancy & Engineering”
- Group Discussion, Subject-Quiz, Wild life photography, Insect Display competition, Poster Competition, Yoga, Health Camp, Cardiac Care Camp, Diagram Competition & Group Discussion etc.
- Lecture series on the occasion of Mahila Lokshahi
- Two-wheeler Driving Guidance & Training for women empowerment
- Collection of medicinal plants, oil yielding plants and timber yielding plants.
- Participation in research festival Aviskar 2014
- Seminar on Woman Rights
- Numerous enhancement activities under the ageis of programme ‘Jagar Janivancha’
- Study Excursion tours
- Workshop on soft skill development, training programme for Placement of students through campus interview, Training at Doordarshan Reley & FM Radio Centre
- Lecture on Biofertilizer industries for Entrepreneurship development.

6.3.3 Examination and Evaluation

- Annual/ semester examination by University
- Internal assessment by periodic Unit tests, assignment.

6.3.4 Research and Development

- Affiliated to RTM Nagpur University as Centre for Higher Learning & Research in the subjects Physics, Botany and Chemistry.
- Established Research Advisory Committee for promoting Research and Development
- 22 papers in International Journal, 03 papers in National Journals, 21 papers in Proceedings (International 01 and National 20), 06 books published, 10 projects are ongoing.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Transaction of books by Bar coding- scanner CAD tool, OPAC, Shikshan-kranti Licensed software
- Good numbers of print and Online journal – NLIST
- ICT enabled class rooms (Interactive White Board)
- Added Computer terminals in administrative wing and departments
- Enriched the Laboratories by adding the instruments
- State-of-art Auditorium
- Class rooms and corridor renovated as per global ambience

6.3.6 Human Resource Management

- The governing body responsible for the attraction, selection and rewarding of employees, while also overseeing organizational leadership and culture and ensuring compliance with employment.

6.3.7 Faculty and Staff recruitment

- Roaster System followed during Faculty and Staff recruitment
- A Qualified Faculty recruited in English in last year
- Adhoc faculty recruited annually in the beginning of session

6.3.8 Industry Interaction / Collaboration

- MoU established between Adani Power Maharashtra Ltd, and D. B. Science College
 - MoU established between ePHP Solutions Pvt. Ltd. and D. B. Science College
- Industry Interaction is integrated for all programmes.**
- Visit at Reliable Mineral water plant, Sawari
 - Visit at Blood Bank, BGW Hospital, Gondia
 - Visited Pangdi Forest area
 - Entrepreneurship development program by “MITCON Consultancy & Engineering
 - Training programme at Doordarshan Reley& FM Radio Centre
 - Excursion tour to Hydro-electric power station Pench, Maharashtra.

6.3.9 Admission of Students

- Admissions of students as per norms laid by State Govt. and University

6.4 Welfare schemes for

Teaching	PF, Gratuity, Medical Insurance, Cash incentive for paper presentation.
Non teaching	Medical Insurance, Loan facility
Students	Scholarships/ Free ships, cash prize to meritorious student

6.5 Total corpus fund generated

1485422/-

6.6 Whether annual financial audit has been done

Yes

☒

No

☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Y	LEC	Y	Head of Institution
Administrative	Y	LEC	Y	LMC

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?

- Switching of B.Sc. and M.Sc. courses from Annual to Semester pattern
- 20% marks contribution on Internal assessment
- Alteration of Pattern of question papers

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

NA

6.11 Activities and support from the Alumni Association

- Conduction of Alumni meet
- Guest Lectures of alumni

6.12 Activities and support from the Parent – Teacher Association

- Expertise of parents shared belonging to professional field

6.13 Development programmes for support staff

- Computer Training
- Yoga Camp

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

- Instructions for saving electricity
- Initiating Paper less communication

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.

- Training for use of Interactive White Board
- Compulsory use of Interactive White Boards
- Felicitation of the faculty for their publication
- Cash incentive for paper presentation
- Cash prize to the meritorious students
- Complete ERP in administration
- Soft skill development programme
- Webinar by expert hands in various field

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

Annexure III

7.3 Give two Best Practices of the institution

- Enhancing Research Activities [Annexure IV]
- Interactive White Board usage and ICT equipped teaching [Annexure V]

7.4 Contribution to environmental awareness / protection

NSS & Extension activities are based on environmental awareness.

7.5 Whether environmental audit was conducted? Yes ☒ No ☐

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

STRENGTHS:

- Re-accredited 'A' Grade by NAAC
- Strong, dedicated and far-sighted leadership of the college
- Talented, qualified and experienced faculty
- Use of participatory and innovative teaching technology
- Ecofriendly campus
- A good infrastructure
- Education at a low cost

WEAKNESSES:

- Land for future expansion of the campus
- International collaboration

OPPORTUNITIES:

- Collaboration with other organizations for conducting research
- Autonomy to the college

THREATS:

- Competitions and growth of education institutions
- Free education within the context of increasing trends of e-learning

8. Plans of institution for next year

PERSPECTIVE PLAN FOR ACADEMIC YEAR: 2014-15

1. Institutional Quality Actions:

- Offering New Programmes
 - Academic-
 - B.Voc. (Food Processing and Engineering)
 - B.Voc. (Software Development)
 - Skill-oriented –
 - Certificate Course in Power Plant Chemistry
 - Diploma Course Web designing and Technology
- Strengthening & diversifying Faculty Development Programmes (FDP)
- Strengthening linkages

2. Academic (Teaching-Learning-Evaluation) & Research Output:

- Organizing UGC/other agencies sponsored National Conferences & International Conferences.
- Accelerating Research endeavors
- Optimum utilization of Interactive White Board and CAD tool
- Evaluation of the students
- Arranging guest lectures, experts lectures
- Feed back

3. Student Mentoring, Support System, Community Service & Extension Work:

- Soft Skill Training to the students
- Providing a student support mechanism for coaching for competitive examinations
- Strengthening Students' Placement.
- Remedial Teaching Programme for slow learners
- Support services to the students
- Enhancing participation of students in sports and games

4. Governance & Innovation:

- Upgrading the Library as a Learning Resource
- Continuous up gradation of technology.
- Identifying strategies to strengthen the connections with alumni (Alumni Association) as well as with parents/guardians (Parent Teacher Association – PTA).
- Academic Audit of the College
- Environmental Audit of the College

Name: Dr. D. S. Choudhary



Signature of the Coordinator, IQAC

Name: Dr. P.A. S. Naidu



Signature of the Chairperson, IQAC

College Academic Calendar: 2013-14

Semester Pattern

1. Terms and vacation

First Term (Odd Semester)	:	17.06.2013 to 31.10.2013
Winter vacation	:	01.11.2013 to 01.12.2013
Second Term (Even Semester)	:	02.12.2013 to 30.04.2014
Summer vacation	:	01.05.2014 to 16.06.2014

2. Admissions

Formation of Admission committee	:	07.06.2013
First Meeting of Admission committee	:	07.06.2013
Sale of college Prospectus	:	After the declaration of H.S.C. Exam. Result
Admission Process	:	From 07.06.2013
Last date of Admission (First term odd Sem)	:	05.08.2013

3. Academic Session

Preparations of Teaching plan	:	17.06.2013
Commencement of theory periods	:	01.07.2013
Commencement of Theory & Practical periods	:	01.07.2013

4. Examination

College Examination

Odd Semester Unit test	:	05.09.2013 to 23.09.2013
Even Semester Unit test	:	03.02.2014 to 25.02.2014

(b) University Examination

Odd Semester Theory examination	:	12.11.2013
Even Semester Theory examination	:	04.05.2014
Odd Semester Practical examination	:	Before or After Theory Exam
Even Semester Practical examination	:	Before or After Theory Exam

5. College Cultural Activities

College Cultural meet	:	Last week of December 2013
College Sports meet	:	Third week of December 2013
Extracurricular activities	:	As per the schedules Reced. From diff.sources

6. Academic activities

Conduction of UG Introduction program	:	In the First week of July 2013
Conduction of PG Introduction program	:	In July 2013(After completion of Admission
Conduction of Guest lecturers	:	In the Month of December/January
Study/ excursion/Industrial tour	:	In the Month of December/January
Remedial coaching classes	:	1 st November to onwards (evening times)
Conduction of COP courses	:	As per the convenience of Departments
National / State level Seminars or workshops	:	In the Month of December/January
Science exhibition	:	
Subject based Student's Seminars	:	
Subject based Group Discussion	:	As per the schedule submitted by each dept.
Subject based Quiz Competition	:	
Poster Presentation Competition	:	

7. Other activities

NSS activities (Students Camp)	:	First week of January 2014
NCC activities	:	As per the schedules Reced. From NCC office
IGNOU Study Center	:	Every Saturday & Sunday (3PM to 5PM)

College Academic Calendar: 2013-14

Annual Pattern

1. Terms and vacation

First Term	:	17.06.2013 to 31.10.2013
Winter vacation	:	01.11.2013 to 01.12.2013
Second Term	:	02.12.2013 to 30.04.2014
Summer vacation	:	01.05.2014 to 16.06.2014

2. Admissions

Sale of College Prospectus & Admission Process	:	After the declaration of 1 st & 2 nd Year Result
Last date of Admission	:	05.08.2013

3. Academic Session

Preparations of Teaching plan	:	17.06.2013
Commencement of Theory periods	:	01.07.2013
Commencement of Practical periods	:	01.07.2013

4. Examination

(a) College Examination

First unit test	:	07.10.2013 to 23.10.2013
Second unit test	:	11.12.2013 to 28.12.2013
Final test	:	01.01.2014 to 27.01.2014

(b) University Examination

Winter Theory examination	:	10.10.2013
Summer Theory examination	:	05.03.2014
Summer Practical examination	:	Before the Summer Theory exam

5. College Cultural Activities

College Cultural meet	:	Last week of December 2013
College Sports meet	:	Third week of December 2013
Extracurricular activities	:	As per the schedules Reced. From diff. sources

6. Academic activities

Conduction of Guest lecturers	:	In the Month of December/January
Study/ excursion/Industrial tour	:	In the Month of December/January
Remedial coaching classes	:	1 st November to onwards (evening times)
Conduction of COP courses	:	As per the convenience of Departments
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Science exhibition	:	
Subject based Student's Seminars:	:	
Subject based Group Discussion	:	As per the schedule submitted by each dept.
Subject based Quiz Competition	:	
Poster Presentation Competition	:	

7. Other activities

NSS activities (Students Camp)	:	First week of January 2014
NCC activities	:	As per the schedules Reced. From NCC office
IGNOU Study Center	:	Every Saturday & Sunday (3PM to 5PM)

Plan of Action by IQAC/Outcome

Plan of Action	Outcome/Achievements
To enrich the curriculum by carrying out Industrial and Educational Visits as a part of the academics	<p>Number of learning activities such as excursion tour was conducted outside the class room during the previous year.</p> <ul style="list-style-type: none"> ▪ Excursion Tour to Hydro-electric power station Pench, Maharashtra. ▪ Visit at Reliable Mineral water plant, Sawari on 31st Dec. 2013. ▪ Visit at Blood Bank, BGW Hospital, Gondia on 16th Feb. 2014. ▪ Visited Mandodevi Forest, Chulband, Navegaon, ItiaDoh Forest area on 15/09/2013 and to study various plants of this area and collected some algae, mushrooms, bryophytes and ferns. ▪ Visited Pangdi Forest area on 25/01/2014 and studied various plants of this area and collected medicinal plants, oil yielding plants and timber yielding plants.
To strengthen co-curricular activities	<ul style="list-style-type: none"> ▪ Bridge Course i.e. Introduction Programme ▪ Seminar cum workshop on How to Develop Bonsai Plants to B.Sc. and M. Sc. Botany Students 23rd December 2013. ▪ Guest Lecture of Dr.Vandana Aloni on Medical Health as a part of Event 'Jagar Janiwancha'. ▪ Lecture on Biofertilizer industries for Entrepreneurship development for students attending DST INSPIRE workshop. ▪ Cardiac Care Camp on 3rd August 2013. ▪ Group Discussion on the topic mentioned in the syllabus. ▪ Seminar of UG & PG students ▪ Physics-Quiz Poster Competition ▪ Bio-Genius Quiz-Contest at Department of Botany, Dr. Ambedkar College, Nagpur on 5th Oct. 2013. ▪ Diagram Competition & Group Discussion ▪ Wild life photography ▪ Insect Display competition ▪ Chem-Quiz ▪ Maths Quiz
To implement personality development programs & pre placement training program for the students	<p>Organised extra-curricular activities within the campus viz</p> <ul style="list-style-type: none"> ▪ Soft Skill development by D. V. Ravishankar & Hemant Medegowda IL & FS Company, Noida UP on 11th Sept. 2013. ▪ One day training programme at Doordarshan Reley & FM Radio Centre Gondia. ▪ Entrepreneurship development program by "MITCON Consultancy & Engineering". ▪ Workshop on soft skill development on 11th Sept. 2013. ▪ Training programme for TCS Placement drive from 17th to 22nd January, 2014.
To strengthening research and development	<ul style="list-style-type: none"> ▪ Established Research Advisory Committee for promoting Research and Development ▪ College affiliated to RTM Nagpur University as Centre for Higher Learning & Research in the subjects Physics, Botany and Chemistry. ▪ Constant motivation results 22 papers in International Journal, 03 papers in National Journals, 21 papers in Proceedings (International 01 and National 20), 06 books published, 10 projects are ongoing three major Research projects are submitted. ▪ Participation of the students in Research Festival Aviskar-2014

To enhance and strengthen Career Guidance and Placement Cell	<p>All kind of guidance services are provided to students by organizing the short term programme like CRT, personality development, Motivational talk, talk on employments etc. The college organizes the workshops, seminars and personal contact programmes for the students.</p> <ul style="list-style-type: none"> Cell Invited the reputed organizations for Career guidance and placement of students. Adani Power Maharashtra Ltd., Tata Consultancy Services, Multiorganics Pvt. Ltd, ePHP Solutions, have been conducted the campus interviews and more than 25 students have been placed. Some consultant and institutions seek the students' information to call them for PI. The cell recommends pass out students and final year appearing students for giving opportunity to appear in their recruitment process.
To encouraging students to excel in various sports and games activities	<ul style="list-style-type: none"> Felicitation and Cash incentive to the students showing outstanding performance in sports and games Cultural and sports meet -2014 at Intra collegiate level Organised following Tournament at District level conducted through DSO – <ol style="list-style-type: none"> Swimming Roll ball Hand Ball Ball Badminton Girls Handball Students' participation- <ol style="list-style-type: none"> 110 students participated in R T M Nagpur University various Inter Collegiate tournament. 3 students participated in all India inter university tournament (2 players in Baseball & 1 player in softball game). License camp organised for students.
To introduce certificate/ diploma courses	<ul style="list-style-type: none"> IGNOU Study Centre established Processed initiation of Vocational courses
To establish linkages with the local Industry and initiation of collaborative degree/ diploma programme	<ul style="list-style-type: none"> Collaboration for students placement and course design as per their requirement. MoU established between Adani Power Maharashtra Ltd, and D. B. Science College MoU established between ePHP Solutions Pvt. Ltd. and D. B. Science College
To initiate full flagged ICT in teaching –learning process	<ul style="list-style-type: none"> Renovation of Class rooms State-of Art classrooms making them ICT enabled (Interactive White Board)
Empowering the women students	<ul style="list-style-type: none"> Programme 'Jagar Janiwancha' Driving Guidance & Training for women empowerment on 3rd August 2013 guided by Ms. Rasika Mahurkar, officer In-Charge of Honda Company, Pune. Organised a Lecture series on the occasion of Mahila Lokshahi Din on 16th & 18th Sept. 2013. Group Discussion event organised on 23rd Dec. 2013 on theme Human Equality. A Seminar by Botany Department on Woman Rights on 13th December 2013. A Workshop by Botany Department on Grafting and Budding for Woman Empowerment by Ms. Pallavi Tawade Mr. Himmat Ukey of Van Vibhag, Hiwara Dist-Gondia on 13th December 2013.

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

To enrich the curriculum by carrying out Industrial and Educational Visits as a part of the academics	Through the meeting with the staff members, each department informed to arrange the excursion tour and subsequently monitored. Almost all the departments organized the tour and very good response of students is observed.
To strengthen co-curricular activities	At the beginning the departmental activities to be carried out are urged. Every department conducted the event sincerely with the help of the students.
To implement personality development programs & pre placement training program for the students	Consulted the trainers, industry people, academicians and numerous events has been carried out in the interested of the students.
To strengthening research and development	Research Advisory Cell established to promote, motivate the faculty and students for enhancement of R and D. Praiseworthy that the college obtained affiliation from RTM Nagpur University as Centre for Higher Learning and Research. Moreover, good number of research papers are published in International, National peer reviewed journals and proceedings. Books also authored by the faculty.
To enhance and strengthen Career Guidance and Placement Cell	Placement cell organized skill development programme and pre placement training programme, campus placement arranged for noted industries. For off campus placement possible cooperation extended.
To encouraging students to excel in various sports and games activities	Sports and Games departments had enlighten the students participation in extra-curricular activity.
To establish linkages with the local Industry and initiation of collaborative degree/ diploma programme.	MoU between the college and local industry with the initiative of IQAC. Based on it B.Voc. degree programme and certificate/ Diploma course has been approved by UGC, New Delhi. IGNOU study centre came into existence.
To initiate full flagged ICT in teaching –learning process	All the class rooms are made ICT enabled. Teaching –learning process made more effective with White interactive boards and CAD tools.
Empowering the women students	Under the aegis of 'Jagar Janivancha' Numerous empowering activities are conducted.

ENHANCING RESEARCH ACTIVITIES

Goal:	To strengthen Research activities in HEIs.
The Context:	In second cycle accreditation, NAAC peer team recommended to strengthen the research activity in the institution. In this quest college planned for promoting the research.
The practice:	<p>The IQAC of the college considered research promotion as the key issue as it was recommended by peer team during their visit and hence the research Advisory Committee constituted to promote, enhance, facilitate and monitor the research activities. The committee motivated the staff members to propose the Minor/ Major Research projects to the different funding agencies, also promoted to publish research papers. The cash incentives have been given to the faculty for publishing the papers in National /International peer reviewed journals. Also the authors are felicitated for their publication during the college annual meet. The assistance is provided to present the paper in the conferences, seminars etc. The committee keeps informed the faculty members for the research related updates.</p> <p>Some faculty got recognition as Ph.D. guide. As a mega step, the committee strove hard to get affiliation from RTM Nagpur University as a Centre for Higher Learning and Research. And Ph.D. programme in the subject Physics, Chemistry and Botany has been started.</p>
Evidences of Success:	<ul style="list-style-type: none"> ▪ Good numbers of Minor Research Projects are funded by UGC and some Major Projects are in pipeline. ▪ Number of Research papers are published in the peer reviewed Journals and presented by the faculty members in the seminar, conferences etc. ▪ Every year the National conferences, seminars has been organised. ▪ College got recognized as Centre for Higher Learning and Research.
Resources required:	The required resources were met from the fund allotted by UGC and college itself.
Contact details:	<p>The Principal Dhote Bandhu Science College, Gondia (MH) Pin- 441614 Email- principal@dbscience.org Website: www.dbscience.org Tel. No. (07182)252623 Fax No. (07182) 252467</p>

INTERACTIVE WHITE BOARD USAGE & ICT FORTIFIED PEDAGOGY

Goal:	<p>Enhancing faculty competencies with the use of interactive white board and ICT for effective teaching and learning.</p> <ul style="list-style-type: none"> ▪ To establish ICT enabled teaching ▪ To develop e-content for teaching process in and out of the classroom.
The Context:	<p>Use of ICT in teaching learning process has been considered as the innovative best method for upgrading the teaching and learning process in the HEIs. It is not only exciting and permanent but also promotes the teaching capabilities of the teachers as the facilitators of learning. It enhances self-learning and helps the students to acquire knowledge at their own. It prepares the slow as well as advance learners for perspective studies.</p>
The practice:	<p>The apex authorities and the stakeholders have always looked for the innovative teaching and learning rather than traditional ones. In this quest, every class room is equipped with white interactive board and CAD tools. The faculty members are requested to adopt use of audio visual aids. At this end the teachers informed to teach with the help of slides, transparency, power point presentation and then interactive board. The teachers are trained to use the boards by taking numbers of training classes by the experts and the teachers who are expert in handling the ICT enabled system. Further, moving toward the self-learning, the students are encouraged to prepare slides, PPTs as a part of assignment. This makes the teaching- learning process as two way process which involve teachers and students. Monitory mechanism for the use interactive board is practiced. The faculty was informed to use fully ICT enabled teaching method. For assistance an expert from faculty was deployed.</p> <p>As a result, the faculty became skilled to acquaint ICT enabled class room.</p>
Evidences of Success:	<p>Teachers have developed e-content like PPT, SOL, Simulation based study material, examination oriented notes, multimedia etc. All teachers use ICT enabled technique. Students are encouraged to expose themselves before teachers and stakeholders.</p>
Resources required:	<p>The required resources were met from the fund allotted by UGC.</p>
Contact details:	<p>The Principal Dhote Bandhu Science College, Gondia (MH) Pin- 441614 Email- principal@dbscience.org Website: www.dbscience.org Tel. No. (07182)252623 Fax No. (07182) 252467</p>



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