ANNUAL QUALITY ASSURANCE REPORT

For the year 2014-15

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, Banglore

The Annual Quality Assurance Report (AQAR) of the IQAC

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:

> Dr. D. S. Choudhary

Mobile:

> 9423414117

IQAC e-mail address: | dschoudhary@dbscience.org

1.3 **NAAC Track ID**(For ex. MHCOGN 18879)   MHDBDC 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)

EC/56/RAR/04   dated 16-09-2011

1.5 Website address:

www.dbscience.org

Web-link of the AQAR:

www.dbscience.org /AQAR1014-15.doc

1.6 Accreditation Details

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

1.7 Date of Establishment of IQAC: DD/MM/YYYY   01.07.2005

1.8 AQAR for the year*(for example 2010-11)*   2014-15

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

  i.   AQAR2009-10 submitted to NAAC on Sept. 20, 2010
  ii. AQAR2010-11 submitted to NAAC on Sept. 20, 2011
  iii. AQAR2011-12 submitted to NAAC on Sept. 25, 2012
  iv. AQAR2012-13 submitted to NAAC on Aug. 27, 2013
  v.   AQAR 2013-14 submitted to NAAC on Sept. 14, 2014
  vi.

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 ☐   P EI(Phys Ed) ☐

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 [　　　]

University with Potential for Excellence [　　　]   UGC-CPE [　　　]

DST Star Scheme [　　　]   UGC-CE [　　　]

UGC-Special Assistance Programme [　　　]   DST-FIST [　　　]

 UGC-Innovative PG programmes [　　　]   Any other (*Specify*)

UGC-COP Programmes [√]

UGC funded
- B. Voc.
- Comm. College

2.IQACComposition and Activities

2.1No. of Teachers [9]

2.2No. of Administrative/Technical staff [1]

2.3No. of students [1]

2.4No. of Management representatives [1]

2.5No. of Alumni [1]

2. 6No. of any other stakeholder and

community representatives [02]

2.7 No. of Employers/ Industrialists [1]

2.8 No. of other External Experts [0]

2.9 Total No. of members [16]

2.10No. of IQAC meetings held [4]

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

Non-Teaching Staff [　]   Students [　]   Alumni [1]   Others

2.12 Has IQAC received any funding from UGC during the year? Yes [　]   No [　]

If yes, mention the [　　　]

2.13 Seminars and Conferences (only quality related)

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

Total Nos. | 02 | International | | National | √ | State | | Institution Level |

(ii) Themes

| National Conference - Quality skill development Initiatives in HEI
National symposium – Movements promoting Human Rights and Duties |

2.14 Significant Activities and contributions made by IQAC

- For producing skilled man-force, established linkages with Local Industries
- Introduced skill based Courses for enhancing employability: Degree Course- B.Voc., Certificate/Diploma Courses Under Community College Scheme.
- Ecological and environmental issues through NSS to sensitize the students
- Motivational Programme for teachers
- Security Awareness in female students through programmes with NGOs
- Organized National conference on Quality skill development Initiatives in HEI (1) and National symposium on Movements promoting Human Rights and Duties (1)
- Successful implementation of PBAS
- Ensured Feedback Mechanism on Teachers and Curriculum; Feedback from Alumni
- In the view of securing good results in examination, we gave financial assistance to the needy students

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 BY IQAC/OUTCOME

Plan of Action	Outcome/Achievements

1. Institutional Quality Actions-
- To initiate skill based degree, diploma courses
- To strengthen & diversify Faculty Development Programmes (FDP)
- To strengthen linkages
	- Skill based degree programmes - B.Voc. (Food Processing and Engineering) and B.Voc. (Software Development) has been initiated.
	- Skill-oriented Certificate Course in Power Plant Chemistry and Diploma Course in Web designing and Technology under Community College Scheme are launched.
	- Motivated the faculty members to participate the faculty development programme and seven members were benefitted.
	- Inspirational Programme on teachers day and yoga camp arranged
	- MoU signed between the Industry and Institution for framing skill based syllabi, placement, internship and exchange of faculty with the firms are -
	   o TATA Consultancy Services
	   o Lighthouse Info System Pvt. Ltd.
	   o G. V. Beverages L.L.P
	   o S.K.V. Milk & Milk Product

2. Academic (Teaching-Learning-Evaluation) & Research Output-
 	
▪ To organize National Conferences & International Conferences.
▪ To accelerate Research endeavors
▪ To optimize utilization of Interactive White Board and CAD tool
▪ To evaluate the students
▪ To arrange guest lectures, experts lectures
▪ To get Feed back
	▪ National conference /Symposia organised on
	    o Quality skill development Initiatives in HEI (14-15 March, 2015)
	    o Movements promoting Human Rights and Duties (16 and 23 Sept, 2014)
	    o Emerging trends in cryptology, codding theory and allied topics (20 Dec, 2014)
	    o Novel synthesis of advance materials (20 Dec, 2014)
	    o Micro scale Techniques in Chemistry (20 Dec, 2014)
	▪ Students admitted for Ph.D. Degree in Physics, Chemistry, and Botany
	▪ Students participated in Research festival 'Avishkar-2014' and showed remarkable performance. Lab up-gradation is in progress.
	▪ 22 papers in International Journal, 07 papers in National Journals, 14 papers in Proceedings (International 01 and National 13), 08 books published, 5 projects are on-going.
	▪ Almost every faculty use interactive board for teaching and possible CAD/ CAL packages, simulation based teaching adopted.
	▪ Through periodic internal assessment / assignments, the formative evaluation is performed to track the progression made by student and communicated to them.
	▪ Invited talks, lectures arranged –
	    o Guest lecture- Prof. L.J. Paliwal RTMNU, Nagpur (Dept. Chemistry)
	    o Guest lecture on circuit maker with hand on training on circuit maker (10 Sept, 2014) in department of electronics
	    o Guest lecture on PHP programming by Santos Deo, TIU Consultant, Gondia.
	    o Guest lecture by Dr. P. Jha, J.Y. Autonomous College, Raipur on Abstract Algebra
	    o A talk on Rajyoga for students by Shri. B.K. Surendrabhai of Prajapita Bramhakumari in department of Mathematics
	    o Series of guest lectures on the eve of National science Day
	▪ Feedback on Teachers and Curriculum from the students ensured and analysed. Feedback from Alumni has been obtained.

3. Student Mentoring, Support System, Community Service & Extension Work:
 	
▪ Soft Skill Training to the students
▪ To initiate support mechanisms for coaching for competitive examinations
▪ To strengthenStudents' Placement.
▪ To impart remedial Teaching Programme for slow learners
	Organised training programmes within the campus-
	▪ Campus Recruitment Training programme by Prof. S. Venu. (14-21 Dec. 2014)
	▪ Training programme on communication Skill by Shri. Vijay Manjarkhede (31 Dec, 2014)
	▪ Mentoring class on soft skill development by Mr.Vijay Kalidas (16-20 March, 2015)
	▪ A grooming class on personality development and etiquettes (31 Dec. 2014,- 01 Jan, 2015) by Ms.Vijaya Mair.
	▪ A career guidance programme ' How to prepare for Competation examination?' by Shri. Shyam Mandwekar, director, Study Circle Point.
	▪ Students made competent through training programmes and motivated for off campus drives. Students placed as under-
	    ▪ TCS - 08
	    ▪ Infosys Pvt. Ltd. -09
	    ▪ Govt. Hospital - 2
	    ▪ Banks - 1
	    ▪ Others- 14
	▪ Provision for extra classes

4. Governance & Innovation: ▪ To upgrade the Library as a Learning Resource ▪ To identify the strategies to strengthen the connections with alumni (Alumni Association) as well as with parents/guardians (Parent Teacher Association – PTA). ▪ To perform Academic and Environmental Audit of the College	▪ Up-gradation of library is in process. ▪ Academic audit performed by appointing external team of academic peers. The Academic audit of each department has been performed. Some departments are suggested for proper documentation and academic performance. ▪ Green audit performed. Stakeholders of institute took initiatives in energy conservation. Lights, fans, computers are switched off when it is not required. ▪ Initiatives taken for the use of Green energy

*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

Approved and recommended to submit

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	03	03	-	
PG	5	-	05	
UG	11	02	02	
PG Diploma				
Advanced Diploma				02
Diploma	01	01		02
Certificate	01	01		03
IGNOU	03	-	-	-
Total	24	07	07	07

Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	B.Sc. (8) + B.Voc. (2) + M.Sc. (5) = 15
Trimester	
Annual	B.C.A. (01)

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

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

Analysis of the feedback provided in the *Annexure II*

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

   Annual pattern switched to Semester pattern

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

   Centre for Higher Learning and Research, B.Voc.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
26	16	09	01	-

2.2 No. of permanent faculty with Ph.D.

14

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
-	13	-	-	-	-	-	-	-	13

2.4 No. of Guest and Visiting faculty and Temporary faculty

		49

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	09	24	
Presented	03		
Resource	01	2	

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

- Teaching through Interactive Board (Fully ICT enabled class room)
- Skill Development initiatives through B.Voc. and Community College Scheme

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

183

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

78%

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.	168	6	12	19	8	45
B.C.A.	40	3	15	48	3	68
MSc.	101	01	11	03	-	14

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

- Dissemination of the activities to be carried out to individual departments
- Monitoring periodic progress
- Check on out come at the end of session
- Feedback mid-term or at the end on teachers and curriculum
- Students' evaluation through their performance at internal & University level examination.
- Students are motivated for subjective presentation so that we could judge their academic level and theythemselves can be free from stage fear.
- Organisation of different level competitions for overall development
- Good rankers, Gold Medal Achievers and winners in different competitions are appreciated in ourAnnual Day celebration with prizes and inspiring words.
- Exposure to achievements in local annual magazine, newspapers etc.

2.13 Initiativesundertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	2
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	1
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others (Training course- Work shop)	4

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

- Aggressive and large scale up-gradation of internet facilities, e journals
- IQAC through RAC motivates the staff to undertake MRP, publish papers
- Felicitation of staff for their publication of paper in reputed journal
- Motivates to organise conferences and seminars
- Undertake the events to inculcate research culture

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				1
Outlay in Rs. Lakhs				20 lakhs

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	3	5	1	
Outlay in Rs. Lakhs	6lacs	10lacs	2lacs	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	20	7	
Non-Peer Review Journals			
e-Journals	2	-	
Conference proceedings	1	13	

3.5 Details on Impact factor of publications:

Range [1-2] 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 *(other than compulsory by the University)*				
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. [8]

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 [Nil]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		6			2
Sponsoring agencies		UGC, New Delhi			College

3.12 No. of faculty served as experts, chairpersons or resource persons [3]

3.13 No. of collaboration: International [ ]   National [16]   Any other [1]

3.14 No. of linkages created during this year [04]

3.15 Total budget for research for current year in lakhs :   [10 lakh]

From Funding agency   from Management of University/College [ ]

Total [10 lakh]

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
1			1			

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

and students registered under them

| 10 |
| 13 |

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: | 150 |

University level	-	State level	-
National level	-	International level	-

3.22 No. of students participated in NCC events: | 52 |

University level	-	State level	-
National level	-	International level	-

3.23 No. of Awards won in NSS:

University level	-	State level	-
National level	-	International level	-

3.24 No. of Awards won in NCC:

University level	-	State level	-
National level	-	International level	-

3.25 No. of Extension activities organized

University forum [　]   College forum | 4 |

NCC | 01 | NSS | 11 | Any other [　]

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
- Visits to students homes during serious sickness like cancer, after road accidents and bereavement in the family
- Community and youth awareness on garbage and waste management
- Youth and rural community awareness on mental health
- Youth and rural community awareness on women's health and hygiene

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	-	-	17
Laboratories	14	-	-	14
Seminar Halls	02	-	-	02
No. of important equipment purchased (≥ 1.0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	5 lakhs	UGC & College	5 lakh
Other - Instruments	-	2 lakhs	UGC & College	2 lakhs

4.2 Computerization of administration and library

- ▪ Library data entry and bar coding completed
- ▪ Library circulation automated
- ▪ Library processes automated
- ▪ MIS,
- ▪ OPAC and Computerised Library

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	44979	4999591	456	187168	45433	5186759
Reference Books						
e-Books	NLIST					
Journals	22	36550			22	36550
e-Journals	NLIST					
Digital Database						
CD & Video	357				357	-
Others (specify)	10				10	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centre	Computer Centres	Office	Depart -ments	Class Room
Existing	136	2	1Mbps Optical fibre lease line	6	83	12	24	09
Added	41	41		0	-	-	-	-
Total	177	43	Networked	6	83	12	24	09

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

- Training to the teachers for using interactive board
- 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

2 lakhs

ii) CampusInfrastructure and facilities

9 lakhs

iii) Equipments

2 lakhs

iv) Others (ordinary repairs)

1 lakh

Total :

14 lakh

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.
> - Organized invited talks for the students to make them known about the post-graduation courses and different competitive exams.
> - Motivated the students to attend off campus seminars and extracurricular activities.
> - Organized lectures/seminars for the students' personality development.
> - Organized curricular and extra-curricular activities for the overall development of students.
> - Besides Govt. Scholarship, our faculty members help the poor & needy with financial support.
> - Organized Industrial Tour & Forest visit.
> - Students' council is formed as per the democratic Government rules to give wide exposure to the democratic establishments.
> - Active Grievance Redressal mechanism in which 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.
> - The college organizes medical checkup programme for all the students twice in a session and in emergency on call doctor facility is provided.
> - The students showing the outstanding performance in academics or co-curricular activities are felicitated and cash prize also provided.
> - Students are keeping informed and motivated to participate in science exhibition, summer school programmes, different university/state level event based on scientific temper.

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. Also feedback from students analyzed out and weak pouts are addressed.
> - Student's council is motivated to put best effort to disseminate and carry out the extracurricular activities.

5.3 (a) Total Number of students'#

UG	PG	Ph. D.	Others
721	76	11	

(b) No. of students outside the state

17

*Year 2014-15

(c) No. of international students

Men
No	%

Women
No	%

Last Year								This Year*							
General	SC	ST	OBC	PH	SBC	VJ/NT	Total	General	SC	ST	OBC	PH	SBC	VJ/NT	Total
152	91	19	503	0	21	13	799								

Demand ratio-1:4 (B.Sc.) and 1:2 (M.Sc.)   *Not updated due to delay in Uni. Exam. Results.

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

- Organised workshop on Soft Skill Development, Equal Opportunity etc.
- Number of motivational and guidance explorations on personal career development by the persons with competitive background.

No. of students beneficiaries   170

5.5 No. of students qualified in these examinations

NET [   ]   SET/SLET [2]   GATE [-]   CAT [   ]

IAS/IPS etc [   ]   State PSC [   ]   UPSC [   ] Others [   ]

5.6 Details of student counselling and career guidance

- The students' placement and career guidance cell formed in the beginning of the session. It looks after the placement activities of the students. For the career guidance the motivational talk were arranged periodically. A visit of the psychiatrists for guidance and sort of camping was also arranged.
- Lectures on career guidance in various department

No. of students benefitted [170]

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
-	-	-	34

5.8 Details of gender sensitization programmes

- Organised symposiumfor integrating gender sensitization issues like Programme on Women's Rights, Empowerment etc. through College Women's Cell, in collaboration with All India Human Right Association, Gondia Chapter.
- Lecture on Anti-dowery moment by General Secretary of Anti Dowery movement Mumbai

5.9 Students Activities

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

State/ University level [60]   National level [3]   International level [   ]

No. of students participated in cultural events

State/ University level [7]   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	02	4000/-
Financial support from government	684	2540392/-
Financial support from other sources	-	-
Number of students who received ~~International~~/ National recognitions	04	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 [07]

5.13 Major grievances of students (if any) redressed: [06]

Criterion – VI
6. <u>Governance, Leadership and Management</u>

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

- Revision/updating of syllabus through BOS member as per feedback response

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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, CAL packages are adopted.
Further, the teaching learning process enriched by inculcating numerous extracurricular activities. Some of them are enlisted below.
- Through testing, debugging, upgrading the experimental set-up, Virtual lab
- Guest lecture- Prof. L. J. Paliwal RTMNU, Nagpur
- Seminar Competition, Students' quiz, Group discussion,
- Campus Recruitment Training programme by Prof. S. Venu. (14-21 Dec. 2014)
- A grooming class on personality development and etiquettes (31 Dec.,- 01 Jan, 2014) by Ms.Vijaya Mair.
- Mentoring class on soft skill development by Vijay Kalidas (16-20 March, 2015)
- Guest lecture on circuit maker with hand on training on circuit maker (10 Sept, 2014) in department of electronics
- Training programme on communication Skill by Shri. Vijay Manjarkhede (31 Dec, 2014)
- Guest lecture on PHP programming by Santos Deo, TIU Consultant, Gondia.
- Workshop on TCS Open Ignite
- Excursion Tours, Field Visits, onfield training to the students
  - A.G. V. Beverages LLP, Gondia (3rd Jan, 2015)- Packaged Drinking Water Plant
  - Raipur Banana Tissue Culture Plant Farm (3rd Jan 2015)
  - Blood Bank, Bai Gangabai Rugnalaya, Gondia (17 Dec, 2014)
  - Ruchi Biochemicals, Gondia (16th Dec, 2014 to 5th Jan, 2015) – Sugarcane Tissue Culture
  - Hand on training on Sterility Testing of Injectable (20th Jan, 2015) by Mr. Abhijit Purohit, MIBP, Gondia.
  - Excursion tour to Bee Keeping Development, Wardha (9th Dec, 2014)

- o Documentary film on Tiger conservation in collaboration with NGO –Nisarg Mandal Gondia (3rd Aug, 2014) in the department of Zoology
- o Students participated in workshop entitled 'Environment protection and Conservation of Birds by Nest preparation' and completed training on ' Bird nest Preparation' organised at Shivaji education society's Shivaji Science College, Nagpur (30 Mar, 2015)
- o Excursion on Tirora Road Forest Area for M.Sc. Botany students (27th Sept, 2014)
- o B.Sc. students visited Agriculture Station and KVK Hiwra (4th Oct, 2014)
- o M.Sc. (Botany) students visited Bankar Nursery at Kodamedi and Chulband (20th March, 2015)
- o Guest lecture by Dr. P. Jha, J.Y. Autonoumous College, Raipur on Abstrct Algebra
- o A talk on Rajyoga for studets by Shri. B.K. Surendrabhai of Prajapita Bramhakumari in department of Mathematics
- Students motivated to participate in Research festival 'Avishkar-2014' and Mr. Manish A. Singadjude of B.Sc. secured runner position at state level.
- On the eve of National science Day a series of guest lectures organised.

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.
- 22 papers in International Journal, 07 papers in National Journals, 14 papers in Proceedings (International 01 and National 13), 08 books published, 5 projects are on-going.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- ICT enabled class rooms (Interactive White Board)
- Added Computer terminals
- Enriched the Laboratories by adding the instruments

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
- Adhoc faculty recruited annually in the beginning of session

6.3.8 Industry Interaction / Collaboration

- MoU established D.B. Science College and
  - TATA Consultancy Services
  - Lighthouse Info System Pvt. Ltd.
  - G. V. Beverages L.L.P
  - S.K.V. Milk & Milk Product

  Industry Interaction is integrated for all programmes.
- Visit at
  - A.G. V. Beverages LLP, Gondia
  - Raipur Banana Tissue Culture Plant Farm
  - Blood Bank, Bai Gangabai Rugnalaya, Gondia
  - Ruchi Biochemicals, Gondia
  - Bee Keeping Development, Wardha
  - Tirora Road Forest Area
  - Agriculture Station and KVK Hiwra
  - Bankar Nursery at Kodamedi and Chulband

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

22409725/-

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
	Y	By Academic Peers	-	-
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?

- Switched B.Sc. courses from Annual to Semester pattern
- Wattage to Internal assessment

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

- Initiatives taken for the Alumni meet
- Some alumni gathered and given feedback

6.12 Activities and support from the Parent – Teacher Association

- Suggestions from association has been considered

6.13 Development programmes for support staff

- Refresher and Orientation programme
- Yoga Camp
- Motivation by Swami Vidyacharanji on eve of Teachers Day

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

- Cleanliness drive
- Tobacco free campus
- Installation of some solar panels
- Cleaned the campus on daily basis.
- Tried to create a zero-waste campus
- Even with extreme space constraints Botany department maintains botanical garden
- Stakeholders take initiatives in energy conservation. Lights, fans, computers are switched off when it is not required.

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.

> - Initiation of skill based courses: B.Voc., Skill based Certificate and diploma course under Community College Scheme
> - Inculcating scientific temper among the rural mob through extension activity run by faculty on approaching to their village
> - Inspiring the students for off campus placement drives
> - Involvement of the industry people in the designing of skill based syllabi

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

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

2. Institutional Quality Actions- ▪ To initiate skill based degree, diploma courses ▪ To strengthen & diversify Faculty Development Programmes (FDP) ▪ To strengthenlinkages	▪ In the beginning of the session, rules / eligibility was decided by the concerning committee and then the process of admission started. Head of the institution appointed the coordinator for concerning courses. The machinery becomes active since then. ▪ The faculty informed to participate the FDP and it was also resolved to arrange institutional FDP for faculty. ▪ The concerning faculty informed to do industry-institution interaction.
2. Academic (Teaching-Learning-Evaluation) & Research Output- ▪ To organize National Conferences & International Conferences. ▪ To accelerate Research endeavors ▪ To optimize utilization of Interactive White Board and CAD tool ▪ To evaluate the students ▪ To arrange guest lectures, experts lectures ▪ To get Feed back	▪ The organising secretaries of sanctioned conference proposals informed to begin the formalities and tentative schedule was given as per academic calendar. ▪ Inspiration to the Ph.D. supervisor in the form of budgetary provision to upgrade research lab was made and informed. ▪ It was made compulsion for every teaching staff to use interactive board and CAD tool. ▪ For internal assessment the prof.-in-charge informed to schedule the unit test ▪ Every department suggested to organise co-curricular activities. ▪ As usual IQAC took responsibility to collect and analyse the feedback from the stakeholders
3. Student Mentoring, Support System, Community Service & Extension Work: ▪ Soft Skill Training to the students ▪ To initiate support	▪ The Students' Placement and carrier guidance cell and prof.-in-charges of concerning student support services keep informed to schedule and arrange CRT, invite campus drives etc.

mechanismsfor coaching for competitive examinations ▪ To strengthenStudents' Placement. ▪ To impart remedial Teaching Programme for slow learners	
4. Governance & Innovation: ▪ To upgrade the Library as a Learning Resource ▪ To identify the strategies to strengthen the connections with alumni (Alumni Association) as well as with parents/guardians (Parent Teacher Association – PTA). ▪ To perform Academic and Environmental Audit of the College	▪ The library advisory committee, PTA / Alimni Association suggested to use possible efforts to upgrade and enhance library activities, strengthen the association respectively. ▪ IQAC shouldered the responsibility of academic audit. ▪ It was resolved to conduct Environment audit and responsibility handed over to the department of microbiology.

7.3 Give two Best Practices of the institution

> ▪ Micro-scale Techniques in Chemistry Practical [Annexure III]
> ▪ Cultivating skilled manpower for Local Industry [Annexure IV]

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:**
> ▪ Emerging as institution for skill development in rural area
> ▪ Initiation of Skill based Degree and diploma courses
> ▪ Placement of students in MNCs like Infosys, TCS etc.
>
> **WEAKNESSES:**
> ▪ Local employment crunch due to lack of industries in local area
> ▪ Non-updated traditional courses
>
> **OPPORTUNITIES:**
> ▪ Good number of students from backward end of society
> ▪ Entrepreneurship development
> ▪ Generation of local employment based on the local crops
>
> **THREATS:**
> ▪ Emergence of non-benchmarked HEIs
> ▪ Unemployment
> ▪ Estrangement of student stakeholders from social responsibility

8.**Plans of institution for next year**

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PERSPECTIVE PLAN FOR ACADEMIC YEAR: 2015-16

1. Institutional Quality Actions:
- Strengthening Faculty Development Programmes (FDP)
- Schematize Innovative practices
- Strengthening linkages, collaborations
- Intending to initiate need based courses suitable for regional need
- Making move towards green energy

2. Academic (Teaching-Learning-Evaluation) & Research:
- Organizing UGC/other agencies sponsored National conferences
- Strengthening virtual / simulation laboratories
- Arranging guest lectures, experts lectures, motivational programmes
- Evaluation of the students
- Feed back
- Inspiring the students for summer school /scientific programme
- Up gradation of research labs

3. Student Mentoring, Support System, Community Service & Extension Work:
- Soft Skill Training to the students
- Strengthening the support services to the students
- Increasing activities under student welfare schemes.
- To organize programmes on Health related issues and gender sensitization
- To organize activities related with environment awareness and energy conservation.
- Enhancing participation of students in sports and games
- Strengthening society reach activities

4. Governance & Innovation:
- Upgrading the Library as a Learning Resource
- . 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

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Name:Dr. D. S. Choudhary *Name:Dr. P.A. S. Naidu*

Dr. P. A. S. Naidu
Principal
D. B. Sc. College, Gondia

Signature of the Coordinator, IQAC *Signature of the Chairperson, IQAC*

_____ *** _____

D. B. Science College, Gondia.
College Academic Calendar 2015-16
Semester pattern

1	Terms and vacation		
	First Term (odd Semester)	:	15-06-2015 to 07-11-2015
	Diwali Holiday / Winter Vacation	:	09-11-2015 to 08-12-2015
	Second Term (Even semester)	:	09-12-2015 to 30-04-2016
	Summer vacation	:	01-05-2016 to 15-06-2016
2	Admissions		
	Formation of admission committee	:	18-05-2015
	First meeting of admission committee	:	21-05-205
	Sale of college prospectus	:	After the declarations of H.S.C. result (22-05-2015)
	Admission process	:	22-05-2015
	Last date of admission	:	03-08-2015
3	Academic session		
	Preparation of teaching plan	:	15-06-2015
	Commencement of theory periods	:	16-06-2015
	First semester introduction programme	:	01-07-2015
	Commencement of theory and practical periods		07-07-2015
4	Examination		
	(a) College Examination		
	Odd Semester Unit Test	:	07-09-2015 to 26-09-2015
	Even Semester Unit Test	:	03-02-2015 to 25-02-2015
	(b) University Examination		
	Odd Semester theory Examination	:	21-102015
	Even Semester theory Examination	:	05-10-2015
	Odd Semester Practical Examination	:	As per University Practical Examination Schedule
	Even Semester Practical Examination	:	As per University Practical Examination Schedule
5	College Cultural Activity	:	
	College Annual Sports and Cultural meet	:	Last week of December 2015 or first week of January 2016
6	Academic activity	:	
	Fresher's introduction/ orientation programme- UG	:	01-07-2015
	Fresher's introduction/ orientation programme- PG	:	July 2015 (after completion of Admission)
	Organization of Guest lecture, Study /Excursion/Industrial tour, Remedial coaching classes, State/ National level workshop/ seminar, Science Exhibition, Avishkar, Student's seminar, Group Discussion, Quiz competition , Poster presentation etc	:	As per the Schedule submitted by every Department.
7.	NSS activities		
	Students Registration	:	August 2015
	Students Activity	:	From September 2015
	College level Camp	:	Last week of December 2015 or first week of January 2016
8.	NCC Activity	:	NCC parade- Friday and Saturday (2:00P.M. to 4:30PM)
	Admission	:	First week of July 2015
	Battalion Camp	:	Between July 2015 to January 2016, as per schedule received from NCC regional office, Nagpur
	Examination	:	2nd week of February 2016
9.	IGNOU study Center	:	Admission, Assignment and Examination are Scheduled as per programme received from IGNOU Regional Centre, Nagpur. Counseling Every Saturday (3PM to 6pm) and Sunday (9 am to 3 pm)
10	Community College and B .Voc. programme	:	Admission, Counseling, and Examination as per College academic calendar.

**A REPORT ON ANALYSIS OF FEEDBACK FROM VARIOUS STAKEHOLDERS**

Analysis Report of the various feedbacks received from different stakeholders –

1. **Students' Feedback (Exit Level)-**

   On the teachers

   Any feedback procured on any aspect of an institution always leads to itsimprovement. Taking this notion in consideration, feedback onCurriculum, Faculty Members and Campus is collected regularly forbringing in qualitative changes. For quality enhancement and sustenance, the feedback on teachers is collected from exit level students in a prescribed format. AFeedback Analysis Committee of Teachers is constituted for givingan Analytical Report of the collected feedback in order to suggestimprovement measures (if required) for ensuring better learning process.

   A graph suggesting the performance indicators of the teachers are shownherewith.
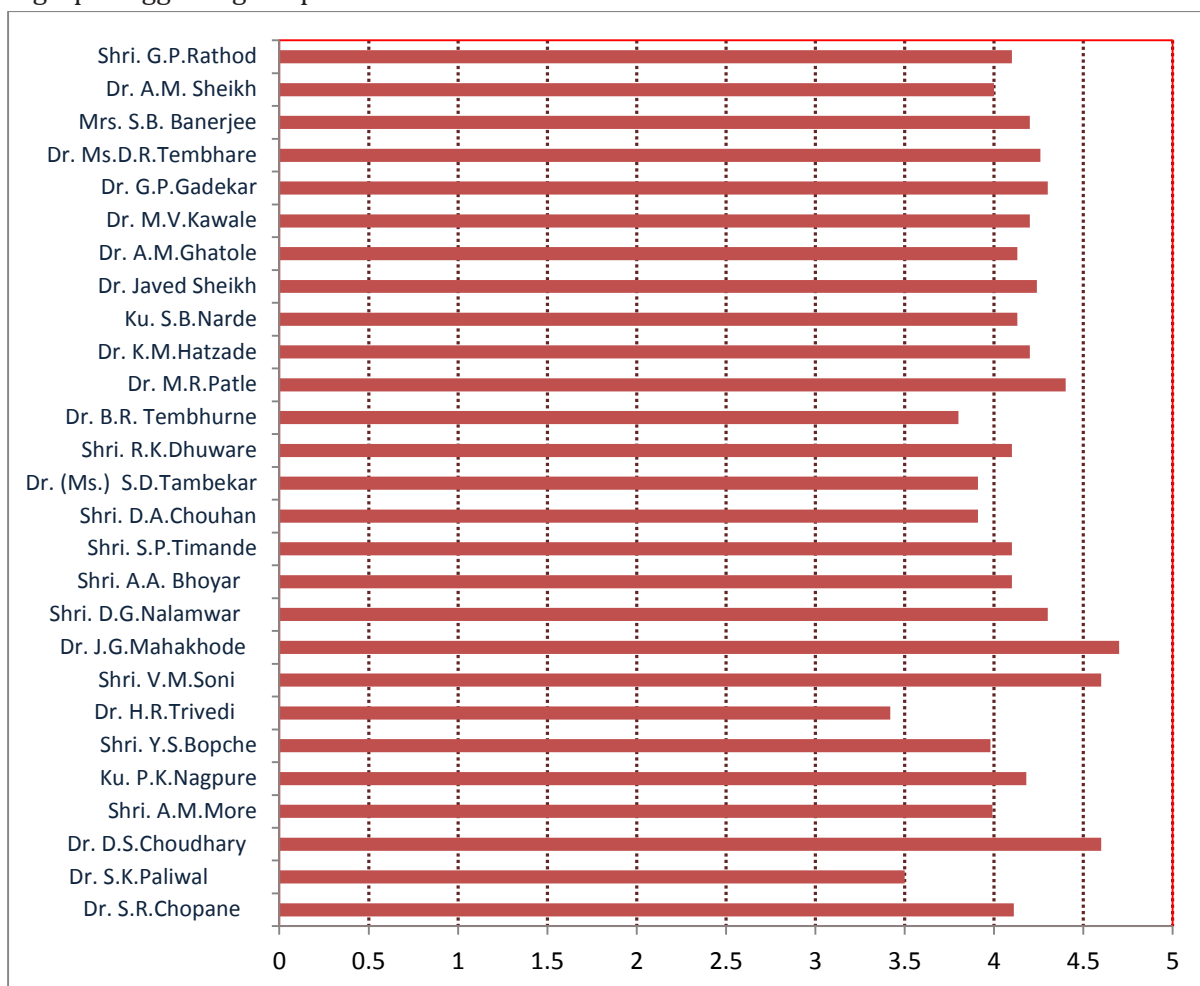
The present report is based on the feedback collected from the Exit Levelstudents. It suggests that-

- The students are generally satisfied with teachers' performance.
- They are happy with the subject knowledge of the teachers.
- They feel that there should be some improvement in presentation skills and overall punctuality of the teachers. The teachers, who need improvement in their

performance against the related parameter, are informed through head of the institution.

On Curriculum:
- Students were generally satisfied with the curriculum framed bythe University and implemented by the college.
- Most of the students felt that the present curricula are helpful ingetting employment.
- Students agreed that the 3 year degree course has adequate content to meet the challenges of the time.
- The students opined that there should be provision for horizontal mobility from Science to Arts.

On Campus Experience:
- Students were satisfied about the infrastructural facilities.
- Students were generally satisfied with the senior staff of the collegebut demanded younger teachers.
- Students opined that there are adequate books, journals,magazines etc. in the library. But also felt that newer books shouldbe included every year.
- Students were extremely satisfied about the laboratory facilities.
- They felt that the co-curricular activities are also good.

2. Feedbackon Institution :
- Parents agreed that they have been getting regular feedback fromtheir wards.
- Parents opined that their ward studies for 3-4 hours
- They were extremely satisfied about the teaching staff, teachingtechniques and general co-operation of the staff.
- They were overall satisfied with the general working of theinstitution.

3. Alumnae's Feedback

The college's alumni is placed in the prestigious and renowned organizations in other states of India also. Whenever our alumni visit our campus, we do take their feedback. The outcome of analysis of their feedback is described as under:

1. Most of the alumni opined that college is excellent and teachers are awesome. One of the alumni expressed that learning experiences at DBSC is like a workshop to uncover and polish the talent hidden in the future teachers.
2. They share their experience with the aspiring student teachers that, "if you want to work hard, go to DBSC.
3. They had life learning experience. They express happiness for visiting DBSC once again.
4. They often expresses that they miss the college and faculty. They cannot forget the efforts taking by faculty to help them to higher standards of learning. Majority of them felt that college is very professional and has helped them in growing. They got the opportunities to learning many things from college.
5. Majority of them expressed that they feel proud to be an alumni of DBSC. They even expressed their gratitude towards the faculty.
6. Alumnae were generally satisfied with the curriculum framedby the University and implemented by the college.

7. Most of the Alumnae felt that the present curriculum has changed alot since their time.
8. Most of the Alumnae felt that the present curricula have felt thatthere should be a need based change from time to time.
9. Alumnae agreed to some extent that the present curriculum iscompetent enough to meet the global challenges.

From the above feedback it can be concluded that parents were quite happy and satisfied with the quality of education provided to their wards by this college. They found lot of significant positive changes in their wards like planning the tasks, organizing the tasks confidently, being focused, responsible and interactive.

MICROSCALE TECHNIQUES IN CHEMISTRY PRACTICALS

Goal:	- To make aware the students about microanalysis. - To develop themind of students for using minimal amounts of chemicals for carrying the experiments. - The scaling down of quantities of chemicals and reagents will eventually leads to economy and also saves time, energy. - To make laboratory management efficient and economical.
The Context:	In general, organic and inorganic qualitative analysis constitutes a major bulk in curriculum of chemistry in an academic program. It consumes a major share of chemicals used not only in rising cost of chemicals which adversely affect the practical exercises. During the chemical reactions, there will be an evolution of fumes and the contaminants which ultimately effect the environment. ***The awareness of eco-friendly environment is becoming a global phenomenon.*** In this context, there is a need that the laboratory chemicals to be used to a minimal level without affecting the principles, skill and understanding of them. The chemical analysis by Vogel prescribes the use of about 0.2 g chemical for every test of qualitative analysis. In the modern age of sophisticated instrumentation, this needs a drastic revision. Microscale techniques thus propose to reduce the consumption of chemicals without any conceptual deviation from the principles. It uses the same conventional apparatus but on smaller size which saves time, energy and becomes economical while performing the experiments.
The practice:	Microscale Separations: The most comprehensively performed experiments in chemistry laboratories is the separation of 2 or 3 components from a mixture. Initially, the students are introduced for identification of a single compound followed by two-component mixture separation in the third year. Such type of experiments helps to develop several skills in the student and teaches them several principles of chemistry. In many laboratories, the amount of 2- or 3-component mixture commonly given to the students is usually in excess of 20 g. In this technique, the amount can be reduced to 1 g or 1 ml of each component. After explaining the scheme by which acids, phenols and bases could be separated from a neutral substance by successive extraction with 8-10% sodium bicarbonate, 2M sodium hydroxide and dilute hydrochloric acid, respectively, the required reagents can also be reduced as per stoichiometric proportions. Microscale Synthesis: The aim of taking up microscale experiments in the undergraduate laboratory goes beyond economy or ecology. Several new experiments are introduced in organic laboratory to explain the theoretical principles to the students. For example, using only 0.250 g of acetanilide, cinnamic acid and p-toluic acid, the students are asked to carry out bromination using solutions of bromine in acetic acid, CCl_4 and NBS, respectively.

Evidences of Success:	The outcome of microscale techniques indicate that most of the students were excited and they thought it easy, more interactive and eco-friendly. As well as, students exposed to this approach appeared to develop better scientific reasoning skill.
Resources required:	The main disadvantage of the microscale technique is that it is not included in prescribed syllabus. Hence, the regular faculty does not have proper exposure of this technique. So, there is a need of proper training of microscale techniques through workshop and other events through experts. The microscale techniques can be amalgamated with traditional methods of chemistry practical if the teachers get proper exposure and training.
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CULTIVATING SKILLED WORKFORCE FOR LOCAL INDUSTRY

Goal:	▪ To know the skill required by the industry ▪ To develop the skilled manpower for local industry from amongst the students stakeholders
The Context:	To enhance the employability is a major task that every institutions working for. Its usual practice that any firm or organisation appoints manpower and then makes them skilled or gives rigorous training as per their requirement. In this contest the knowledge of student gained from the traditional curriculum become somewhat useless. Hence, if the students with their traditional degree course, nurtured with the skill based knowledge as required by industry, the industry will readily absorb such best suited manpower. For it our institution in collaboration with local industry- Adani Power Maharashtra Ltd, designed the syllabus for skill based certificate course and diploma course and started from last academic year. An agreement for syllabus design, faculty, internship programme and placement if vacancy available is came up as a result.
The practice:	The group of teacher stakeholders with knowledge of concerned background thought for the scope for employability in the local industry. The concerned teachers visited local industries in particular Adani Power Maharashtra Ltd; and they knew that what actual kind of skilled work force is needed. The industry people invited to convince them about work force. A bilateral a MoU established for syllabus design, faculty, internship programme and placement of trained students if vacancy available. A board of management, Board of Study and Board of Examination for the related skill based certificate course and diploma course constituted. The formalities and working to run the courses has been started.
Evidences of Success:	Teacher stakeholders have developed needed skill based syllabus in collaboration of industry. The course namely certificate course in 'Power Plant Chemistry' has been approved by UGC and NSQF. It is only course in India designed by D.B. Science College and approved by UGC. For employability it is not limited to Adani power but is the requirement of every power plant situated anywhere.
Resources required:	The required resources were met from the fund allotted by UGC.
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