



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		C.P. AND BERAR EDUCATION SOCIETY'S COLLEGE
Name of the head of the Institution		Dr. Milind Barhate
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		07122722329
Mobile no.		9823140032
Registered Email		berar.iqac@gmail.com
Alternate Email		arvindsovani2019@gmail.com
Address		C.P.& Berar Education Society's College, Tulsibag, Nagpur, Maharashtra.Pin - 44032
City/Town		Nagpur
State/UT		Maharashtra

Pincode	440032																								
2. Institutional Status																									
Affiliated / Constituent	Affiliated																								
Type of Institution	Co-education																								
Location	Urban																								
Financial Status	state																								
Name of the IQAC co-ordinator/Director	Dr. Arvind Sovani																								
Phone no/Alternate Phone no.	07122722329																								
Mobile no.	9823105883																								
Registered Email	berar.iqac@gmail.com																								
Alternate Email	arvindsovani2019@gmail.com																								
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)	http://cpberar.co.in/aqar-report-2017-18/																								
4. Whether Academic Calendar prepared during the year	Yes																								
if yes,whether it is uploaded in the institutional website: Weblink :	http://cpberar.co.in/wp-content/uploads/2019/12/Academic_calender_2018-19.pdf																								
5. Accrediation Details																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>73.40</td> <td>2004</td> <td>16-Feb-2004</td> <td>15-Feb-2009</td> </tr> <tr> <td>2</td> <td>B++</td> <td>2.76</td> <td>2017</td> <td>12-Sep-2017</td> <td>11-Sep-2022</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	73.40	2004	16-Feb-2004	15-Feb-2009	2	B++	2.76	2017	12-Sep-2017	11-Sep-2022
Cycle	Grade	CGPA	Year of Accrediation	Validity																					
				Period From	Period To																				
1	B	73.40	2004	16-Feb-2004	15-Feb-2009																				
2	B++	2.76	2017	12-Sep-2017	11-Sep-2022																				
6. Date of Establishment of IQAC	15-Apr-2005																								
7. Internal Quality Assurance System																									

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Workshop on Development of Video Content	10-Jul-2018 1	12
View File		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
c.p. & berar Education Society's College Nagpur	general development plan	UGC	2014 1180	720000
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Development of Video Content Hosting of University level research competition
 Avishkar Organization of collaborative programme against abuse and sexual violence
 Desi Me Too Organization of University level cooking competition
 Development of Econtent by way of uploading content on Wikipedia

[View File](#)

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes				
Organizing programme on Womens Issues	Programme on Womens Issues organized				
View File					
14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1"> <thead> <tr> <th>Name of Statutory Body</th> <th>Meeting Date</th> </tr> </thead> <tbody> <tr> <td>College Development Committee</td> <td>27-Mar-2019</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	College Development Committee	27-Mar-2019
Name of Statutory Body	Meeting Date				
College Development Committee	27-Mar-2019				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2018				
Date of Submission	08-Dec-2018				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	<ul style="list-style-type: none"> • Management Information System (MIS) is the use of information technology, people, and business processes to record, store and process data to produce information that decision makers can use to make daytoday decisions. • The college uses fro MIS to make effective decisions. • MIS systems facilitate communication within and outside the organization. employees within the organization are able to access the required information easily for the daytoday operations. • MIS provides staffing information and academic information • Institutional information like number of programmes, number of students admitted to the programmes, facilities available in the institution for the students, information regarding the faculties of the institution, concession in fees, GOI and other scholarships, income and expenditure on salary and nonsalary during the financial year is easily available. MIS is used for online data submission regarding academic and administrative information to the 				

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Taking a cue from the academic calender, the heads of departments determine the pace of curriculum delivery. Each teacher chalks out plans for the semester and submits it to the head. This is vetted during a departmental meeting and changes, if necessary, are made. There are some activities that are held in common over all sections regardless of who teaches them. At this departmental meeting, such activities are also chalked out. This plan is submitted to the IQAC which takes regular stock of whether the schedule is being followed as per plan. Formal meetings of the IQAC with Heads of Departments are also used to plan, monitor, and evaluate the teaching and learning process of each department.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
0	0	Nil	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	0	Nil
View File		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	0	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
0	Nil	0
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Internship at Vidarbha Premier Cooperative Housing Society	10
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
Feedback of students is obtained through the Student Satisfaction Survey. This is done at the time of the internal practice exam of the college in order to obtain feedback from the maximum number of students possible. The collected feedback forms are analysed by a committee designated by the IQAC. Findings are submitted to the Principal and also shared with the staff. Feedback of students on curriculum and Teachinglearning process is also obtained and shared with the concerned. Feedback from staff is also taken every year at the end of each academic session. The feedback forms for this are designed by the IQAC.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	ARTS	320	318	318
View File				

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1281	330	14	0	12

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using	ICT Tools and resources	Number of ICT enabled	Numberof smart classrooms	E-resources and techniques used
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	ICT (LMS, e-Resources)	available	Classrooms		
28	28	4	4	2	9
No file uploaded.					
No file uploaded.					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

In order to create an atmosphere of approachability, and to help students address their academic needs where they are weak, a mentormentee programme was introduced in the college. Under the programme, each full time teacher selects five students from among his/her classes who they think will benefit from mentoring. The criteria for selecting such students is very vast and varied students who show promise but need motivation, differently abled students, maladjusted students, those with personality problems, those with personal problems, slow learners, firsttime hostelites who show signs of being home sick all such students are identified and given the benefit of mentorship. After having identified such students, they are asked to fill out a form with their contact details as well as their scores in the last academic year. A file of these forms is maintained by the respective teachers. The teacher makes sure to talk to each of these students at least once every two weeks. After a session, the teacher makes notes based on the conversation, and decides upon the appropriate line of action. Quite often, having a teacher to talk to is sufficient to motivate these students to perform better. But if the teacher feels that further intervention is needed, they are given counselling through the department of Psychology. If the mentor teacher feels that even more intervention is required, parents are informed and called for a meeting. Efforts are taken to find out more about what prevents these students from performing better and whether there is anything the college can do to address the situation. In rare cases where none of these measures have been beneficial, all such cases are referred to a counsellor from outside the college once a semester. The counsellor is appraised of the situation, and students receive counselling from the expert. On an informal level, these students can talk to their mentor teacher at any time during the day, because we believe that approachability is of prime importance when it comes to helping these students. It may be noted that not every student comes under the MentorMentee scheme. Only those that are felt to be in need of the scheme are taken on.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1532	28	1 : 55

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
33	28	5	0	30

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Vibha Kshirsagar, Sanskrit Deptt (04 State Level Awards)	Assistant Professor	STATE GOVT
View File			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-	Date of declaration of results of semester-
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			end examination	end/ year- end examination
BA	01	2019	04/01/2019	16/02/2019
View File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous evaluation is necessary if students are to be motivated to perform better, and if the result of the institution as a whole is to be improved. Regular tests are taken in each class for this purpose. The earlier policy was to evaluate these papers and give them back to the students for them to study their mistakes and areas where they could have done better. However, it was noticed that sometimes students are unable to do this on their own. For this, once the papers are handed over post evaluation, a session is held with all students in class discussing their common mistakes, and tips are given on how to better approach and understand the topic as well as increase their score.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The academic calendar for the coming year is prepared at the end of the each academic year. The reference for this is the academic calendar of the university. The IQAC is responsible for this activity. The various curricular and cocurricular activities to be organised throughout the year are chalked out. Teachers are asked to convey if they are planning any activities that are not yearly in nature and that too is taken into consideration. In addition, other stake holders like the non teaching staff and the Librarian is also asked to convey their schedules (days on which library cards are handed out or fees are collected or exam forms are filled so as to avoid these days for other activities) and these are taken into consideration. The finalised calendar is circulated among staff members for reference throughout the year.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://cpberar.co.in/courses-2/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	BA	Nill	57	34	59.64

[View File](#)

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://cpberar.co.in/wp-content/uploads/2019/12/Students-Feedback-Analysis-18-19.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	00	NIL	0	0
View File				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
0	0	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Sanskrit Play	Dr. Vibha Kshrisagar	SanskrutikKaryaSanchalanalya Maharashtra Govt.	05/12/2018	Cultural
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
3	00	00

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Commerce	4

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	COMMERCE	3	00
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
COMMERCE	4
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
0	0	0	Null	0	0	0
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	Null	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	4	11	0	0
View File				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
International Yoga Day	Dept. Phy. Edu.	2	25
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
0	0	0	0
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Gender Awareness	Yuvak Kranti Dal	Deshi Mee Too	1	57
No file uploaded.				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
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0	0	0	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Bajaj Finance Co. Ltd	15/07/2019	To Impart Practical Knowledge and essential Skills to final year students especially those belonging to economically weaker section of the society.	25
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1148837	1148837

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing

Others	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Classrooms with Wi-Fi OR LAN	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Slim21	Partially	slim21	2012

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
View File			

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
0	0	0	Null
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	40	1	40	1	1	6	10	20	0
Added	0	0	0	0	0	0	0	0	0
Total	40	1	40	1	1	6	10	20	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

20 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
0	0

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on	Expenditure incurred on	Assigned budget on	Expenditure incurred on
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academic facilities	maintenance of academic facilities	physical facilities	maintenance of physical facilities
515000	509449	80000	77229

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

It has been the policy to regulate both academic and nonacademic work of the college through different committees constituted on this behalf. Meetings of the different 20 committees are held at regular intervals to ensure smooth functioning of the college. Internal work of the college is regulated subject to superintendence, direction, control and recommendation of the respective committee to whom the work has been assigned. Chartered Accountant has been appointed to get audited the different statement of accounts and Receipt and payments in accordance with the law. Library - library is regulated subject to superintendence, direction, control and recommendation of the library committee. Learning resources are allowed to use to both students and teaching and non teaching staff members. Separate reading room with exclusive competitive examination books is kept open for students who appear for NET, SET and other competitive examinations from 8.00 a. m. to 8.00 pm. Laboratories - equipments and facilities in the laboratories attached to the Home Economics and Psychology Departments are used for students admitted in this departments and the external students to whom this college is allotted for practical examination of the RTM Nagpur University, Nagpur. Sport equipments and facilities are allowed to use by the students of this college only External Users - infrastructure and facilities are allowed to use for external students who appear for competitive examination such as MPSC, UPSC, Railway Recruitment Board , Banks etc. on holidays only and for the following activities 1) Election for Loksabha, State Legislative Assembly and Local bodies, 2) Meeting for Alumni Association Distance Education infrastructure and facilities are allowed to use for students of Yeshwantrao Chavan Maharashtra Open University, Nashik on holidays and Sundays. Infrastructure and other facilities are being developed from the grants received from University Grants Commission and grants from Central/State Government.

<http://cpberar.co.in/facilities/>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	GOI	657	1549852
b) International	NIL	0	0

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Remedial classes	17/10/2018	154	ENGLISH DPT

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	CENTER FOR COMPETITIVE EXAMS	448	448	71	16

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	14

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	NIL	0	70

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	30	B.COM	COMMERCE	CP AND BERAR COLLEGE	M.COM

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	7

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Kabaddi (men)	intercollegiate tournament	12

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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	III PRIZE	National	0	2	cpbc/2018201971	Rushabh Dhapodkar

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

C.P. Berar College has a long standing tradition of student participation in all relevant activities. Many activities are student driven activities and many relevant committees like the programme committee have student representatives. In cocurricular, extracurricular, extension, visits, NSS/NCC activities etc. the students remain the part of planning, implementation and execution. The major activities pursued by the students in 201819 are as follows: 1. International Yoga Day 2.Swachh Bharat Pandharwada' organised by NSS. 3.Celebration of 'Independence Day' by Students Development Council 4. Blood Donation Camp. 5.Homage to Dr B R Ambedkar on 'Mahaparinirwan Din' 6.Celebration of 'Youth Day' (Birth anniversary of Swami Vivekananda) 7. Celebration of 'Republic Day'. 8.Varied activities organised by NSS like: • Tree Plantation • Cleanliness of the campus and the adopted village. • 'Voters Awareness Programme'. • 'Road Safety Traffic Rules Awareness Programme'. 9. Organizing annual gathering. 10. Publication of Students' research Journal.11 Publication of College Magazine

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

50

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

At least three Meetings are conducted every year. Aluni embers participate in events like blood donation and annual gathering. This year a water cooler was donated by the alumni to the college

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The IQAC is the biggest example of decentralisation and participative management in the college. It consists of one coordinator and three members who have the powers to decide a plan of action regarding academic and co and extracurricular activities. This body, in consultation with the principal,

chalks out the academic calendar for every session and also follows up on the decided programs. Apart from this, heads of departments are given a fair amount of autonomy in governing the department. Delivering the curriculum is the responsibility of the department. A larger pattern is followed, but unexpected adjustments (arising from absence of staff on account of leave taken) is left to the heads of departments. Having once decided what activities to undertake, they have the authority to conduct them according to their convenience and conviction. Although the monitoring agency is the IQAC, even the IQAC has decentralised its work. The College Council is a body that consists of all teaching staff of the college along with the Principal. It has an elected head and meetings are held twice a year to discuss matters pertaining to the day to day running of the institution but those that may not necessarily come under the purview of the IQAC. Teachers raise issues that need to be addressed and a course of action is decided in consultation with the Principal. Follow up on the decided course of action is taken in the next meeting.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The academic calendar is an important tool in encouraging curriculum development. In addition to it, the annual teaching plan helps keep track of how much has been covered in each class, and whether it is happening in a timely fashion. Teachers also prepare calendars of their own in order to plan curriculum delivery in an organized way. Their lesson plans help them to streamline their time during the lecture in the classroom. A record of all this is reflected in the daily diary.
Teaching and Learning	Planning in teaching and learning is done in a fashion that is most beneficial to students. Each teacher designs activities to be held in class that are specifically tailored to aid the teaching of their subject. Departmental activities are also held from time to time. These are typically not part of the syllabus, but are designed as a scaffolding measure in learning. The use of ICT has been shown to be effective in such activities. The college as a unit too arranges several extra and cocurricular activities that contribute to the overall development of the students.
Examination and Evaluation	Regular examinations are held in the college both in a centralized manner as well as on the level of individual teachers. Class tests, pop quizzes,

assignments, presentations, group activities, all help teachers in the process of continuous evaluation. Two semester end exams are held along the lines of the University exam for giving practice to students. For each exam, students are given feedback on their performance so that they may improve. Adherence to the Academic calendar is strict here too. This gives students adequate time to prepare.

Research and Development

A culture of research is encouraged in students through assignments, seminars and presentations. Topics given are of a nature that allows them to explore beyond their prescribed syllabus. Specific research projects are also assigned from time to time. The college serves as a recognised research centre for Commerce and several staff members have guided Ph.D. students.

Library, ICT and Physical Infrastructure / Instrumentation

The college has two smart classrooms and four ICT enabled classrooms. Curriculum delivery as well as co curricular content is delivered through these whenever possible. The library is also equipped with modern software that is useful in better dispensation of services to students. The college also has a fully functional computer lab where students are given training in how to operate emails and surf the web. Communication with students happens via bulk messaging or through WhatsApp groups teachers have created. The only two labs of the college, Psychology and Home Economics, are well equipped with all the necessary instruments needed as teaching aids.

Human Resource Management

Annual appraisals as well as feedback is instrumental in identifying the strong points of each member of the staff. According to their strength, they are given responsibilities pertaining to various activities of the college. Teachers are also encouraged to pursue orientation, refresher, and short term courses for their academic growth. They are similarly encouraged to enhance their qualification thorough degree, diploma or certificate courses offered either by universities or other recognised institutions.

Industry Interaction / Collaboration

The college ensures a steady interaction with the Industry by

	<p>inviting persons from the field to interact with students. Alumni are roped in to provide opportunities to students. In addition, students are offered internships through the college in industries to give them a hands on experience. The Career Guidance Cell is very active and helps students find gainful employment.</p>
Admission of Students	<p>The University has a specific procedure that is to be followed at the time of admissions. This is rigorously followed by the college. Students from weaker sections of society are given due concessions. Benefits of other government schemes are also passed on to them. Deserving students who are not eligible for any of these schemes but are too weak economically are sponsored by the college through a fund generated by the teachers.</p>

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	Implemented SMS system for dissemination of information among students and teachers including regular notice.
Administration	The software has modules for academic monitoring, leave management, staff attendance, and the establishment section.
Finance and Accounts	Modules for fee collection, payroll processing, and central purchase. Allows complete book keeping, record of all kind of vouchers, structuring fee, list of students who have paid/not paid, daily collection report, etc.
Student Admission and Support	Modules for admission dealing with form collection, admission confirmation, seat availability, etc. The module for the student section deals with general information about admitted students, student list (class wise, section wise, faculty wise), automatic roll number generation, etc.
Examination	Module for examinations giving subject wise marks entry for internal exams, list of appeared/not appeared students, university exam fee collection, etc.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	NIL	NIL	NIL	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	NIL	Training Program on Cloud Based ERP Solutions	04/05/2019	04/05/2019	0	8
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course on EVS	2	04/01/2019	24/01/2019	21
Short Term Course on Online resources	1	17/12/2018	22/12/2018	06
Short Term Course on Research Methodology	1	17/12/2018	22/12/2018	06
Short Term Course on Capicity Building for Women	1	10/12/2018	15/12/2018	06
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
? Long and short term loan facility through cooperative society ? Fixed Deposit and Recurring Deposit Schemes ? Staff welfare fund ? Group Insurance Scheme	? Rs. 49,600 / donated to a Staff Member suffering from cancer under Staff Welfare Scheme ? Long and short term loan facility through cooperative society ? Fixed Deposit and Recurring Deposit Schemes ? This year Staff welfare fund ? Group Insurance Scheme	? Students Welfare Fund generated by teachers and management for socioeconomically backward students of the institution. ? Bicycles, uniforms and waive

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institute conducts internal and external financial audits every year. The college has appointed a Chartered Accountant for the internal audit while the external audit is conducted by a senior auditor of JD.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	00
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6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	No	Nil
Administrative	No	Nil	No	Nil

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

NIL

6.5.3 – Development programmes for support staff (at least three)

NIL

6.5.4 – Post Accreditation initiative(s) (mention at least three)

a. Promotion of better incorporation of ICT material in teaching learning b. encouragement for use of LMS by faculty development of econtent by faculty c. more number of intercollegiate activities

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No

c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Workshop on Development of Video Content	10/07/2018	10/07/2018	10/07/2018	12
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Desi Me Too	23/10/2018	23/10/2018	154	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Water Conservation awareness programme

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	15
Rest Rooms	Yes	15
Scribes for examination	Yes	17

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	Nil	22/12/2018	01	Follow Traffic Rules	road accidents	103
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Dnyaneshwari pathan	21/08/2018	21/08/2018	105
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Tree Plantation
2. Green Audit of the Campus
3. Use of LED bulbs
4. Repair of drinking water system
5. Promotion of public transport

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice I: AROGYA SAMPADA CLINIC FOR GIRL STUDENTS The clinic Arogya Sampada started in 2012. Dr. Sandeepa Paraskar, a regular practitioner and pediatrician agreed to come as honorary doctor once a week. She checks the weight and height of every student. It is found that girl students don't prefer to talk to male doctors. Many of them are not comfortable with their parents and other family members and prefer to remain silent regarding their health issues. That worsens their health conditions. But in front of a lady doctor, they open up gradually and boldly ask questions which they think are not socially acceptable. Problems Encountered and Resources Required Problems Encountered It is really hard to monitor if the students take medicines regularly. There is difficulty in monitoring whether the supplements are distributed to every girl student. However, we tried our level best to increase the successrate of the project by maintaining personal contacts, visiting every class room to check if the there are some students who haven't received the supplements. The other difficulties are the ignorance, superstitions as well as lethargy in girl students. Many of the students don't like to take medicines at all. Many of them suffer from malnutrition because of their wrong food habits. Resources Required The chief resource required was the availability of space. A small room (Room no. B20) has been allotted to the Women's Cell. The setup for clinic has been arranged there which includes furniture, weighing machine, heightchart etc. Similarly, some medical apparatus for has also been purchased. In the year 20182019 Lady Doctor made six college visits and in all 186 girl students benifitted from the activity.

Best Practice II: Research Methodology Workshop Objectives of workshop The practice Contents of the workshop Research Topic Research Design Research management Questionnaire preparation Hypothesis Formation Procedure of Research Proposal Sampling Methods Of Data Collection Report, Thesis and Summery writing Rules regarding Ph.D. Practical Training of statistical Analysis Skills of Viva Presentation and Group Presentations The workshop aims at training professionals and researchers in the skill and competence related to the systematic investigation of various issues and problems in the area of their study. At this level the workshop is expected to provide new and original insights into the problems are the area under investigation. Our research Methodology workshops include Research Methodology, Quantitative methods and computer application. The workshop is organized by our place for higher learning and research and invites the experts in the relevant field depending upon the requirement and background of the participants. The duration of the workshop is one week (60 hours) which is equivalent to one semester and it is distributed as per the guide lines of RTM Nagpur University. In the year 201819 total number of participants was twenty and the duration of workshop was seven days (1st June 2019 - 7th June 2019)

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://cpberar.co.in/best-practices/>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Research Methodology Workshops Our vision envisages our students to be knowledgeable and Competent in their chosen profession and our mission is continuous improvement of all processes for providing the students an environment conducive to their professional development. In the light of our Vision and Mission competence of teachers becomes highly important to enable them to make the students competent in the fast changing world. With this view the college started conducting research methodology workshop from 2011 onwards to make the teachers competent to equip the students with proper research aptitude. Research methodology workshops are seven day long and the participants are faculty members of the college as well as from other institutions. The activity has received a tremendous response from other Institutions also. With Passage of time these workshops have emerged as our Best Practice and have earned a wide acclaim in regional academia. Since the college has also established the Place for Higher Learning and Research approved by R.T.M. Nagpur University the workshops have gone popular among faculty from far off areas. A research journal for PG students in commerce faculty is also brought out by the commerce department. This gives the students an opportunity to focus and explore a particular issue in detail. This focus on research for a college which is located in in the urban area, gives the teachers and students an opportunity to adapt with the changing Times. This activity was initiated during the last cycle of assessment and is still continuing. The coordinator of research methodology workshops is Dr. Medha Kanetkar while the coordinator of student research journal is Dr. Rita Sontakkey.

Provide the weblink of the institution

<http://cpberar.co.in/institutional-distinctiveness/>

8.Future Plans of Actions for Next Academic Year

The Institution has planned to start two Certificate courses : one by Arts faculty and one by Commerce Faculty. Maximum faculty of the higher education institutions are involved in the research activities. At least one faculty member shall develop a course in LMS. At least two faculty shall complete Swayam courses. IQAC shall organize a workshop/seminar on new NAAC methodology. More faculty members shall attend NAAC related seminars/workshops. One department from arts faculty shall apply for Seminar grant to ICSSR. At least one department shall conduct a self financed University level seminar. Sports department shall conduct a Sports Officiating Workshop.