



## INSTRUCTIONS

This questionnaire is designed to make a survey of the basic processes related to quality management efforts in your institution. The survey consists of five sections.

1. General Profile
2. IQAC (Internal Quality Assurance Cell) activities
3. Academic and Research Outputs
4. Student Mentoring and Support System
5. Governance and Innovation

The activities of the institution in the above five sections or in other relevant areas are being surveyed to create a quality profile for the year in relation to institutional vision and goals. The survey results would enable the institution and IQAC to create a quality index profile, which would be a self learning exercise. Apart from the responses to the online survey, in case the NAAC requests for any further evidence, the information may be sent by hard copy. This would enable NAAC to make a diagnostic survey of national higher education scenario and the feedback will be provided to each participating institution. No judgement or categorization on institutional quality is intended.

## IMPORTANT

In order to enable institutions to have a preview of the questionnaire, the PDF version is available on the NAAC website.

When answering this questionnaire, please ensure that no question is omitted in order to have a holistic analysis.

This survey does not allow you to have access to the filled-up form, i.e., once the 'done' button is clicked, the information will automatically reach NAAC.

In case you wish to retain printouts of the filled-up questionnaire, please take a printout of each completed page before proceeding further.

**1. Kindly provide the details of the institution**

**Name of Institution:** Hislop College, Nagpur  
**Year of Establishment of the Institution:** 1883  
**Address Line 1:** Temple Road  
**Address Line 2:** Civil Lines  
**City/Town:** Nagpur  
**State:** Maharashtra  
**Postal Code:** 440001  
**Email Address:** principal@hislopcollege.org.in

**2. NAAC Accreditation/ Reaccreditation Details**

**Year of Accreditation/ Reaccreditation:** 2010  
**Current Grade:** A  
**CGPA:** 3.14

**3. Institutional Status**

Grant-in-aid

**4. Contact Person Details**

**Name of Head of Institution:** Dr. (Ms.) D. R. Christian  
**Contact Phone:** 0712-2532004  
**Email:** principal@hislopcollege.org.in  
**Website URL:** www.hislopcollege.org.in  
**Name of IQAC Co-ordinator:** Dr. R. S. Badere  
**Email:** rsbadere@rediffmail.com

### 3.

#### SECTION I

This section is related to institutional goals, vision and mission, academic programmes and activities, strategies and action plans for institution building.

#### 5. Number of academic programmes existing ( Enter a number; 0 for nil)

Undergraduate (BA/B.Sc./B.Com etc.)	18
Post Graduate (MA/M.Sc./M.Com etc.)	12
Research Programmes (M.Phil/P.hD)	3
Certificate Programmes	0
Professional Programmes (B.Tech/M.Tech/B.Ed/M.Ed/Medicine/Pharmacy/Paramedical/Nursing etc)	0
Other value added programmes	0
Any other programme offered (Specify)	0

#### 6. Details on Programme Development ( Enter a number; 0 for nil)

New programmes added during the year	0
New programmes designed	3
Programmes under revision	9
Interdepartmental collaborative programmes	6
Inter institutional collaborative programmes	9
Number of review committee recommendations implemented (Total)	0
Number of NAAC peer team recommendations implemented	1
Number of UGC/any other expert committee recommendations implemented	0
Number of review committee recommendation under implementation	0
Number of NAAC peer team recommendations under implementation	3
Number of UGC/ any other expert committee recommendations under implementation	0

## 7. Faculty Details ( Enter a number; 0 for nil)

Total faculty strength required as per norms for all programmes	113
Total faculty on rolls	101
Faculty added during the year	44
Faculty positions vacant	12
Faculty left during the year	0
Total number of visiting faculty	3
Total number of guest faculty	35

## 8. Qualification of Faculty

PhD and Above	34
MPhil	7
Masters	8
Any other (Specify)	0

## 9. Faculty qualification improvement

PhD awarded to existing faculty	04
MPhil awarded to existing faculty	0
Any other degree awarded to existing faculty	0

## 10. Administrative Staff Details ( Enter a number; 0 for nil)

Administrative staff (total sanctioned)	68
Administrative staff (Actual strength)	60
Added during the year of reporting	27
Left during the year	0
Number of posts vacant	8

## 11. Technical Support Staff Details ( Enter a number; 0 for nil)

Technical Support Staff (Total sanctioned strength)	66
Technical Support Staff (Actual strength)	66
Added during the year	22
Left during the year	0
Number of posts vacant	0

# 4.

## SECTION II

This section surveys the quality sustenance and development activities during the year taken up by IQAC. It reflects quality management structure, strategies, and processes which would enhance academic quality of the institution as perceived by faculty, students, alumni, and other stakeholders (social perception of the institution) inline with the vision, mission and goals of the institution.

### 12. Establishment details

Year of establishment of IQAC

DD	MM	YYYY
01	07	2004

### 13. Composition of IQAC ( Enter a number; 0 for nil)

Number of IQAC members	7
Number of Alumni in IQAC	0
Number of Students in IQAC	0
Number of Faculty in IQAC	4
Number of Administrative Staff in IQAC	1
Number of Technical Staff in IQAC	0
Number of Management Representatives	1
Number of External experts in IQAC	1
Number of any other stakeholder and community representatives	0

### 14. IQAC Meetings

Number of IQAC meetings held during the year

4
---

### 15. Whether Calendar of activities of IQAC formulated for the academic year

Yes

### 16. IQAC Plans for Development ( Enter a number; 0 for nil)

Number of academic programmes proposed	0
Number of value added programmes proposed	1 (Training for competitive exams, Tax planning)
Number of skill oriented programmes proposed	3 (Mushroom cultivation, Landscaping, Animation)
Number of faculty competency and development programmes proposed	0
Number of other staff development programmes proposed	0
Number of student mentoring programmes proposed	1
Number of co-curricular activities proposed	5 (Field tours, screening of films, seminars, Guest lectures, writing workshops)
Number of inter departmental cooperative schemes proposed	0
Number of community extension programmes proposed	5 (HISAR, Bhandewadi project, Blood donation camps, flood relief, Nirmalya)
Any other programmes proposed (Specify)	0

### 17. IQAC Plans for development & Implementation ( Enter a number; 0 for nil)

Number of academic programmes implemented	0
Number of value added programmes implemented	1
Number of skill oriented programmes implemented	0
Number of faculty competency and development programmes implemented	0
Number of other staff development programmes implemented	0
Number of student mentoring programmes implemented	1
Number of co-curricular activities implemented	5
Number of inter departmental cooperative programs implemented	0
Number of community extension programmes implemented	5
Any other programmes suggested that are implemented (Specify)	0

**18. IQAC Seminars and Conferences ( Enter a number; 0 for nil)**

Number of seminars/ conferences/ workshops organized by IQAC within the institution	<input type="text" value="0"/>
Number of participants from the institution	<input type="text" value="0"/>
Number of participants from outside	<input type="text" value="0"/>
Number of external experts invited	<input type="text" value="0"/>
Number of external conferences/seminars/ workshops on institutional quality attended	<input type="text" value="1"/>
Number of events conducted with IQACs of other institutions as collaborative programmes	<input type="text" value="0"/>

**19. Did IQAC receive any funding from UGC during the year ?**

- Yes
- No \*

**20. If the response to Qn. 18 is Yes, please provide the amount received from UGC - (Input 0 - if NA/NIL-) Any other source including internal financial support from the management (Specify amount)**

Amount Received from UGC	<input type="text" value="NA"/>
Amount Received from any other source including the college management	<input type="text" value="NA"/>

**21. Any significant contribution made by IQAC on quality enhancement during current year (Please provide details in bullet format)**

- Motivated the staff to attend conferences and present paper
- Coordinated the activities of SQAC and Training and placement cell
- Implemented Mentoring system

## SECTION III

In this section the events, activities, and outputs in the field of research and academic areas are being surveyed.

**22. Academic Programmes**

Number of new academic programmes developed or designed by faculty	<input type="text" value="4"/>
Number of faculty members involved in curriculum restructuring/revision/syllabus development	<input type="text" value="3"/>
Number of programmes in which evaluation process reformation taken up and implemented	<input type="text" value="0"/>
Number of active teaching days during the current academic year	<input type="text" value="180"/>
Average percentage of attendance of students	<input type="text" value="80"/>
Percentage of classes engaged by guest faculty and temporary teachers	<input type="text" value="15"/>
Number of self financed programmes offered	<input type="text" value="22"/>
Number of aided programmes offered	<input type="text" value="11"/>
Number of programmes discontinued during the year	<input type="text" value="0"/>

**23. Whether any systematic student feedback mechanism is in place ?****24. Feedback Details (If answer to Question 20 is Yes)**

Percentage of courses where student feedback is taken	<input type="text" value="100"/>
---	----------------------------------

**25. Is feedback for improvement provided to the faculty?**



## 26. Faculty Research, Projects, and Publication details for the year

Number of major research projects undertaken during the year	1
Number of minor research projects undertaken during the year	1
Number of major ongoing projects	5
Number of minor ongoing projects	15
Number of major projects completed	1
Number of minor projects completed	16
Number of major project proposals submitted for external funding	1
Number of minor project proposals submitted for external funding	8
Number of research publications in peer reviewed journals	100
Number of research publications in international peer reviewed journals	16
Number of research publications in national peer reviewed journals	84
Number of research papers accepted for publication in international peer reviewed journals	0
Number of research papers accepted for publication in national peer reviewed journals	0
Average of impact factor of publications reported	0.1007
Number of books published	7
Number of edited books published	0
Number of books (single authored) published	6
Number of books (coauthored) published	1
Numbers of conferences attended by faculty	220
Number of international conferences attended	27
Number of national conferences attended	193
Number of papers presented in conferences	169
Number of papers	68

presented in international conferences	
Number of papers presented in national conferences	101
Number of conferences organized by the institution	2
Number of faculty acted as experts resource persons	4
Number of faculty acted as experts resource persons - international	0
Number of faculty acted as experts resource persons-national	4
Number of collaborations with international institutions	2
Number of collaborations with national institutions	9
Number of linkages created during the year	0 2
Total budget for research for current year as a percentage of total institution budget	20
Amount of external research funding received in the year	1522938.00
Number of patents received in the year	0
Number of patents applied for in the year	0
Number of research awards/recognitions received by faculty and research fellows of the institute in the year	1
Number of PhDs awarded during the year	4
Percentage of faculty members invited as external experts/resource persons/reviewers/referees or any other significant research activities	10

## SECTION IV

This section deals with Student Mentoring and Support System existing in the institution. This includes student activities, mentoring, and opportunities for development and inclusive practices.

**27. Student Details and Support Mechanisms**

The total intake of students for various courses (Sanctioned)

Actual enrollment during the year

Student dropout percentage during the year

Success percentage in the final examination across the courses

Number of academic distinctions in the final examination and percentage

Number of students who got admitted to institutions of national importance

Number of students admitted to institutions abroad

Number of students qualified in UGC NET/ SET

Number of students qualified GATE/ CAT/ other examination (Specify)

**28. Does student support mechanism exist for coaching for competitive examinations?****29. Student participation, if response is yes to Qn. 27**

Number of students participated

**30. Does student counselling and guidance service exist ?****31. Student participation, if answer to Qn. 29 is yes**

Number of students participated

**32. Career Guidance**

Number of career guidance programmes organized

Percentage of students participated in career guidance programmes

**33. Is there provision for campus placement?**

Yes

**34. If yes to Qn. 32**

Number of students participated in campus selection programmes 111

Number of students selected for placement during the year 57

**35. Does gender sensitization program exist ?**

Yes

**36. If Answer is Yes to Qn 34**

Number of programmes organized 5

### 37. Student activities

Number of students participated in external cultural events	97
Number of prizes won by students in external cultural events	21
Number of cultural events conducted by the institute for the students	9
Number of students participated in international sports and games events	3
Number of students participated in national level sports and games events	31
Number of students participated in state level sports and games events	15
Number of students participated in university level sports and games events	24
Number of prizes won by students in international sports and games events	0
Number of prizes won by students in national level sports and games events	4
Number of prizes won by students in state level sports and games events	6
Number of prizes won by students in university level sports and games events	5
Number of sports and games events conducted by the institute for the students	5

### 38. Composition of students

Percentage of Scheduled Caste	11.3
Percentage of Scheduled Tribe	3.0
Percentage of other backward communities	13.4
Percentage of women students	45.9
Percentage of physically challenged	0.1
Percentage of rural students	20
Percentage of urban students	80

### 39. Scholarships and Financial Support

Number of students availing financial support from the institution	169
Amount disbursed as financial support from the institution	21060.00
Number of students awarded scholarship from the institution	0
Number of students received notable national/international achievements/recognition	45

### 40. Student initiatives

Number of community upliftment programmes initiated by students	26
Number of literary programmes initiated by students	2
Number of social action initiatives based on science / environment initiated by students	8
Number of student research initiatives	0

## SECTION V

This section surveys the Governance and Innovation at the institution related to quality management. The educational management strategies adopted and in practice for achieving the objectives are focussed.

**41. Whether perspective plan for overall developmental activities is created ?**

Yes \*

No

**42. If the answer for Qn. 40 is Yes, is the plan implemented and monitored ?**

Yes \*

No

**43. Whether benchmarking is created for institutional quality management efforts ?**

Yes \*

No

**44. If the answer to Question 42 is Yes, please list the benchmarking in various areas of development in bullet format**

Research, Placement, Community service through outreach programme

**45. Is a Management Information System (MIS) in place ?**

Yes \*

No

**46. If answer to question 44 is Yes, please provide details of MIS applied to**

**1. Administrative procedures including finance**

**2. Student admission \***

**3. Student records \***

**4. Evaluation and examination procedures**

**5. Research administration**

**6. Others**

**(enter the respective details corresponding to the serial numbers)**

#### 47. Existence of learning resource management

	Yes	No
e-database in library	* <input type="radio"/>	<input type="radio"/>
ICT and smartclass room	* <input type="radio"/>	<input type="radio"/>
e-learning sources (e-Books, e-Journals)	* <input type="radio"/>	<input type="radio"/>
Production of teaching modules	* <input type="radio"/>	<input type="radio"/>
Interactive learning facilities	* <input type="radio"/>	<input type="radio"/>

#### 48. Internal resource mobilization : Kindly provide the amount contributed

Research	<input type="text" value="3,23,000"/>
Consultancy and training	<input type="text" value="3,92,426"/>
Student contribution	<input type="text" value="46,000"/>
Alumni contribution	<input type="text" value="0"/>
Wellwishers	<input type="text" value="0"/>

#### 49. Infrastructure and welfare spending: Please specify the amount

Amount spent for infrastructure development	<input type="text" value="82,59,321"/>
Amount spent for student welfare	<input type="text" value="0"/>
Amount spent for staff welfare	<input type="text" value="0"/>

#### 50. Is delegation of authority practiced

- Yes \*
- No

#### 51. Does grievance redressal cell exist ?

	Yes	No
Faculty	<input type="radio"/> *	<input type="radio"/>
Students	<input type="radio"/> *	<input type="radio"/>
Staff	<input type="radio"/> *	<input type="radio"/>

#### 52. Grievances received from faculty and resolved ( Enter a number; 0 for nil)

Number of grievances received	<input type="text" value="5"/>
Number of grievances resolved	<input type="text" value="3"/>

#### 53. Number of grievances received from students and resolved ( Enter a number; 0 for nil)

Number of grievances received	<input type="text" value="23"/>
Number of grievances resolved	<input type="text" value="20"/>



**54. Number of grievances received from other staff members and resolved ( Enter a number; 0 for nil)**

Number of grievances received

Number of grievances resolved

**55. Has the institution conducted any SWOT analysis during the year**

Yes \*

No

**56. The SWOT analysis was done by internal or by external agency**

Internal \*

External

**57. Kindly provide three identified strengths from SWOT Analysis (in bullet format)**

Increase in campus recruitment and job placements  
Promotion of research  
Incentive programme to promote excellence in sports

**58. Kindly provide three identified weaknesses from the SWOT analysis (in bullet format)**

Student progression has not shown desired improvement  
Participation of teachers in the curriculum design process needs to be improved  
MIS system needs to cover all aspects of academic and administration

**59. Kindly provide two opportunities identified from the SWOT analysis (in bullet format)**

Better networking with the alumni would lead to more job opportunities

**60. Kindly provide two identified challenges/threats from SWOT analysis (in bullet format)**

Economic downturn likely to affect students' placements  
Increase in the number of colleges likely to affect admissions

**61. Identify any significant progress made by the institution towards achieving the goals and objectives during the year (list below in bullet format)**

Augmentation of sports facilities  
Started career oriented courses

**62. How do you perceive the role of NAAC in the quality development of your institution (Suggestions in bullet format to be given below)**

- Helps the institution in setting benchmarks in quality education.
- Provides guidelines for implementation of schemes, programs and courses that that are beneficial for student, teacher and research scholars.
- Acts as a catalyst for upgrading, sustaining and monitoring internal quality.
- Promotes a healthy trade-off of ideas among HEIs and other external agencies

## 8.

### CONCLUDING REMARKS

This exercise is intended to make a self analysis of the quality development of the institution during the year. The perspective plan and implementation for every year is to be documented and analysed to get a cumulative index for the period of accreditation and reaccreditation. Any substantial changes / initiative in this direction is to be separately listed. The best practices in various areas can be listed as a separate annexure. The data will be used to create a quality profile based on the total score index arrived at and this would help to map the institutions' strengths and areas of improvement.

NAAC will provide feedback and a quality profile based on analysis of your inputs if you desire so.

Thank you for your participation.