

## The Annual Quality Assurance Report (AQAR) of the IQAC

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

### Part – A

#### I. Details of the Institution

<b>1.1 Name of the Institution</b>	HISLOP COLLEGE
<b>1.2 Address Line 1</b>	TEMPLE ROAD
<b>Address Line 2</b>	CIVIL LINES
<b>City/Town</b>	NAGPUR
<b>State</b>	MAHARASHTRA
<b>Pin Code</b>	440001
<b>Institution e-mail address</b>	principal@hislopcollege.ac.in
<b>Contact Nos.</b>	0712-2532004
<b>Name of the Head of the Institution:</b>	Dr. Dipti R. Christian
<b>Tel. No. with STD Code:</b>	0712-2532004
<b>Mobile:</b>	09850356339

**Name of the IQAC Co-ordinator:**

Dr. Mrs. Jyoti Shiwalkar

**Mobile:**

09881225406

**IQAC e-mail address:**

**hislopiqac@gmail.com**

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

**MHCOGN 09487**

**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/52/RAR/54 dated 28-03-2010**

**1.5 Website address:**

**www.hislopcollege.ac.in**

**Web-link of the AQAR:**

**http://www.hislopcollege.ac.in/AQAR2013-14.doc**

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

### **1.6 Accreditation Details**

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B++		2004	5 years
2	2 <sup>nd</sup> Cycle	A	3.15	28.03.2010	5 years
3	3 <sup>rd</sup> Cycle	Not Applicable			
4	4 <sup>th</sup> Cycle	Not Applicable			

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

**01/07/2004**

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

**2013-14**

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

- i. AQAR 2010-11 submitted to NAAC on 30 / 06 / 2012 (DD/MM/YYYY)
- ii. AQAR 2011-12 submitted to NAAC in September 2012 (DD/MM/YYYY)
- iii. AQAR 2012-13 submitted to NAAC on 26 /09/2013 (DD/MM/YYYY)
- iv. AQAR 2013-14 submitted to NAAC on 17/09/2014 (DD/MM/YYYY)

**1.10 Institutional Status**

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

**Type of Institution** Co-education  Men  Women

Urban  Rural  Tribal

**Financial Status** Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

**1.11 Type of Faculty/Programme**

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

. Not applicable.

**1.12 Name of the Affiliating University** (*for the Colleges*)

Rashtrasant Tukadoji Maharaj  
Nagpur University (RTMNU)

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

Autonomy by State/Central Govt. / University	NA		
University with Potential for Excellence	NA	UGC-CPE	NA
DST Star Scheme	NA	UGC-CE	NA
UGC-Special Assistance Programme	NA	DST-FIST	NA
UGC-Innovative PG Programmes	NA	Any other ( <i>Specify</i> )	Nagpur University Assisted Short Term Certificate Courses and One Certificate course in collaboration with TCS
UGC-COP Programmes	√		

**2. IQAC Composition and Activities**

2.1 No. of Teachers	8
2.2 No. of Administrative/Technical staff	2
2.3 No. of students	3
2.4 No. of Management representatives	1
2.5 No. of Alumni	1
2.6 No. of any other stakeholder and community representatives	1
2.7 No. of Employers/ Industrialists	1
2.8 No. of other External Experts	1
2.9 Total No. of members	18

2.10 No. of IQAC meetings held No.

2.11 No. of meetings with various stakeholders: Faculty

Non-Teaching Staff Students  Alumni  Others

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

If yes, mention the amount

Seed money amount of Rs. 3,00,000/- for 2013-14  
(Under the UGC XII plan scheme of Establishment and Monitoring of IQAC-)

2.13 Seminars and Conferences (only quality related)

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

Total Nos  International  National  State  Institution Level

(ii) Themes

IQAC in collaboration with SQAC conducted a one-day students' workshop at Institutional level titled 'You, Me & Hislop' to get suggestions and feedback from the students in order to improve quality measures of the academic and administrative processes of the College.

**2.14 Significant Activities and contributions made by IQAC**

1. An **internal academic audit on Teaching, Learning & Evaluation** process was conducted and steps and measures taken to improve the mechanism.
2. **Reforms in the College internal examination system** were introduced and process of continuous student evaluation was improved.
3. **Bridge Course** of one-week duration was introduced for First-year UG students.
4. **Examination Boot Camp** was conducted to help students prepare better for university examination.

**5. Teaching schedule of College was optimized** by streamlining academic calendar. Co-curricular and extra-curricular programmes were planned systematically to minimize loss of teaching hours.

**6. Increase in student attendance** in classroom was aimed at by making it mandatory for students to procure ‘academic clearance’ certificate in addition to the ‘no dues’ certificate at the end of the session/semester course.

**7. Multi-disciplinary and inter-disciplinary programmes** like seminars, talks and symposia were organized for both faculty and students.

**8. Feedback mechanism was strengthened** by initializing multiple channels of quality appraisal. IQAC efforts to monitor, assess and redesign academic and administrative performance were supplemented by Student Mentoring Cell (SMC) & Student Quality Assurance Cell (SQAC).

**10. Student welfare schemes** were further enhanced by adding a number of scholarships, prizes and awards.

**11. Student Quality Assurance Cell (SQAC)** played a prominent role in encouraging student participation in decision-making and policy-planning.

### 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 \*

S. No.	Plan of Action	Achievements
1.	Conduct <b>Bridge Course</b> of one-week’s duration for each subject for FY students at the start of the session.  Objective: To facilitate smooth transition for students from 10+2 to UG level	All the departments of Arts, Science and Commerce successfully conducted a one-week Bridge Course in their respective subjects for the FY UG students.
2.	Prepare <b>e-learning resources</b> for teaching  Objective: To develop ICT based pedagogy	Teachers prepared topic-wise content from online and physical resources, e-question bank, unit-based MCQs, etc.

3.	<p>Hold <b>Exam Preparation Boot Camp</b> prior to university examination</p> <p>Objective: To train students of all courses in techniques of paper-solving, time and stress management, etc.</p>	<p>Each department conducted Exam Prep Boot Camps for a week in which students were helped with revision work, doubt-clearing and smart paper-solving techniques.</p>
4.	<p>More number of <b>workshops, seminars and conferences</b> to be organized for faculty and for students.</p> <p>Objective: To facilitate continuous knowledge up-gradation and foster research activities.</p>	<p>The College organized:</p> <p><b>05</b> National level conferences/ Seminars, both subject-specific and inter-disciplinary</p> <p><b>01</b> State level symposium</p> <p><b>04</b> Institutional level workshops for students</p>
5.	<p>Expand the reach and scope of <b>Hislop Institute of Social Action &amp; Research (HISAR)</b>, the College community service programme.</p> <p>Objective: To ensure that the Institution fulfils its social responsibility.</p>	<p>HISAR carried out a number of activities for the <b>upliftment of slum dwellers in Bhandewadi, Nagpur.</b></p>
6.	<p>Prepare a <b>data bank of blood donors</b> (students and teachers) in a specified format and post them on college website with a dedicated helpline number.</p> <p>Objective: To provide a list of blood donors with their blood groups in case of medical emergency.</p>	<p>The College in collaboration with Rotary Club, NSS &amp; Women development Cell organized blood donation camps and <b>prepared a data base of blood donors with types and their contact details.</b> This is to be uploaded on the college website.</p>
7.	<p>Strengthen the <b>College Consultancy and collaborative services</b></p>	<p>Each department identified potential areas for developing and offering consultancy services</p> <p>Letters of intent were sent to both public and private organizations, NGOs, etc.</p> <p>Efforts were made to establish strong linkages with <b>National Environment Engineering Research Institute (NEERI)</b>. Their expertise was also sought for the promotion of cleaner and healthier campus.</p> <p>The college received responses from some research funding organizations.</p>

8.	<p>Increase the number of meetings between the Management and the college IQAC (quarterly)</p> <p>Objective: To strengthen management involvement in college policies and actualize mission and vision of the institution.</p>	<p>IQAC held <b>3 meetings with the Management</b> in the session 2013-14.</p>
9.	<p>Carry out a <b>research audit</b> of the faculty/research scholars in order to find out the volume of research output.</p> <p>Objective: To motivate faculty to take up more research projects, to publish more, and to tap more funding agencies for grants.</p>	<p>The College Research Committee carried out research audit and updated information regarding the number of major and minor research projects, and the total grant sanctioned by various funding agencies.</p>
10.	<p>Start a mechanism for <b>online student feedback</b> on curricula and faculty.</p> <p>Objective: To ensure transparency and accountability and help improve teaching- learning processes.</p>	<p>Student feedback was taken but has not been posted on the college website as yet. This will be rectified in the next session.</p> <p>IQAC prepared a <b>student feedback form with a 5-point gradation scale</b> on various aspects related to college and its infrastructure, teaching staff, library, sports facility, etc.</p>
11.	<p>Organize <b>inter/multi-disciplinary co-curricular programmes</b> like conferences, seminars, talks, symposia for students and faculty.</p> <p>Objective: To catalyze knowledge production and to teach students specific skills like presentation skills, critical thinking, organizational skills, etc.</p>	<p><b>Multi-disciplinary</b> UGC sponsored two-day National Conference on the theme 'Religion, Science and Literature: An Interface' was held for faculty.</p> <p><b>Inter-disciplinary Student Symposium</b> for post-graduate students was organized.</p>
12.	<p>Present <b>IQAC report before the Management</b> in the meeting of the Local Management Council.</p> <p>Objective: To build a dynamic college and management relationship, and to make it open and participatory.</p>	<p>The Principal incorporated the <b>IQAC report in the College Annual Report</b> and presented the same before the Management.</p>
13.	<p><b>Extend College library facilities</b> to students during examination time.</p> <p>Objective: To help students in examination preparation by increasing reading room hours.</p>	<p>The College Library extended reading room facility for students by <b>3 hours</b> in the evening (check timing).</p> <p>Library personnel made internal adjustments in their working</p>



		<p>hours to enable students to benefit from this study-aid measure.</p> <p>Award for <b>Best Library User</b> instituted for students</p>
14	Encourage teachers and researchers to make <b>maximum use of library resources</b> like INFLIBNET	Hislop College was adjudged <b>one of the top 10 users of INFLIBNET</b> among all colleges in the country in the session 2013-14 (ranking was listed on the INFLIBNET website.)
15	Reinforce <b>faculty empowerment programmes</b> .	3 Faculty Training Programs were conducted for orienting and training young faculty members including newly appointed teachers.
16	Augment existing <b>Staff Welfare Schemes</b>	Hislop Credit Cooperative Society registered a phenomenal growth and have about total deposits worth 2 crore rupees. Teaching and administrative personnel were beneficiaries of loans..
17	Strengthen <b>training and placement activity</b> and establish permanent linkages with the industry	<p>Hislop College signed an <b>MoU with Tata Consultancy Services, Bangalore.</b></p> <p>A <b>3-week certificate course ‘Campus to Corporate’, designed by TCS</b>, and was launched for final year students.</p> <p>Training and Placement Cell organized a one-day training on ‘Workshop On Work skills’ (WOW) for students.</p> <p>Regular sessions on ‘Interview Techniques &amp; Group Discussion Skills’ are held for students during recruitment drives.</p> <p>Students’ placement recorded an increase in this session.</p>

18	Multiply <b>student financial aid</b> for needy students by increasing the number as well as the amount of scholarships.	<p>The College received <b>endowment grant</b> of 14 lakhs from a single stakeholder.</p> <p>45 disadvantaged students benefitted from this grant by receiving financial support of Rs.5000/- each (totaling Rs.2,25,000/-)</p>
19	Offer students a wide range of <b>co-curricular activities</b> to participate and learn skills	<p>The College in collaboration with <b>The Energy and Resources Institute (TERI, Goa)</b>, and supported by <b>Ministry of Sports and Youth Affairs, Govt. of India</b> conducted an interactive seminar on 14th January 2014. The aim of the programme was to sensitize young minds on issues pertaining to innovation and sustainable development.</p> <p>Student Quality Assurance Cell (SQAC) organized a one-day interactive workshop on ‘You, Me &amp; Hislop’</p> <p><b>MOU with</b> active partners of <b>Microsoft</b> is <u>under process</u></p>
20	<p>Launch ‘<b>Go Green</b>’ Drive on campus</p> <p>Objective: To make campus and its surroundings clean and hygienic and promote environment consciousness among students.</p>	<p>Concrete steps were taken in this matter, like installation of garbage bins along the perimeter. Frequent collection and disposal of plastic and waste by the college community with the help of extension cells like Rotaract club, Environmental Cell, NSS.</p>

*\* Attach the Academic Calendar of the year as Annexure.*

*(\*Annexure -I, II, III, IV& V attached for reference)*

2.15 Whether the AQAR was placed in statutory body    Yes     No

Management     Syndicate     Any other body     IQAC & SQAC

Provide the details of the action taken

The suggestions & recommendations of the Management Committee and the Core Committee of IQAC, the AQAR was modified for preparation of the Final draft.

## Part – B

### Criterion – I

#### I. 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	3	6	9	
PG	11	Nil	10	
UG	5	Nil	2	2
PG Diploma	1		1	
Advanced Diploma				
Diploma				
Certificate	2	2	5	1
Others				
<b>Total</b>	<b>22</b>	<b>8</b>	<b>27</b>	<b>3</b>
Interdisciplinary				
Innovative				

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options – **Not Applicable**  
 (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	√ (Only for Science stream programme)
Trimester	
Annual	√ (Programme in other streams)

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

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

*\*Please provide an analysis of the feedback in the Annexure (Annexure VI-feedback analysis)*

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

Second Year UG course in Science stream is undergoing a semester pattern in 2014-15. So the university syllabi are revised for these courses during 2013-14

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

From the session 2013-14, Computer Science Department is recognized as a Grant-in-aid Subject /Department . So, all B. Sc. programmes with Computer Science as one of the subject became grant-in-aid programmes.

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
61	30	31	-	

2.2 No. of permanent faculty with Ph.D.

38
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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
6	2	1	3	-	-	-	-	7	5

2.4 No. of Guest and Visiting faculty and Temporary faculty

16	35	41
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	15	58	2
Presented papers	11	41	
Resource Persons	4	51	

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

1. **Bridge course** modules are introduced in each subject of FY programmes.
2. **Remedial courses** are conducted by Departments for weak students.
3. **Academic clearance** is introduced in the clearance form of the students to monitor the classroom attendance of the students.
4. **Question banks** are prepared on each unit of the syllabus of the each subject.
5. The students are provided with these question banks.
6. **Regular Unit-wise Home assignments** are given to students.
7. **Unit tests and Terminal examinations** are conducted as per the academic calendar.
8. **Student presentations** on various topics of electives.
9. **Learner as Teacher mode** adopted on easy topics of the course matter.
10. **Special sessions on strategies** to success in university examinations.
11. **Experts / Guest Speakers** were invited to cover different topics.

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

180 days plus extra classes were conducted during the winter vacation to complete the courses.

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

1. Traditional methods of evaluation.  
2. Sometimes Online submission & evaluation of assignments

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

5	1	15
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2.10 Average percentage of attendance of students

75 %

### 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.A.	109	-	21 %	64 %	15 %	59 %
B. Sc.	71	17 %	31 %	52 %	-	76.06 %
B. Com.	316	-	20 %	73 %	7 %	60.44 %
B.B.A	72	2 %	91 %	7 %	-	81.82 %
B. C.C.A.	48	3 %	79 %	18 %	-	68.45 %
M. Com.	42	-	32 %	63 %	5 %	45.24 %
PGDCCA	13	89 %	11 %	-	-	69.23 %
MCM	33	100 %	-	-	-	66.67 %
M.A. (Psychology)	18	18 %	41 %	41 %	-	94.44 %
M.A. (English)	46	-	35 %	65 %	-	43.5 %
M.A. (Hindi)	11	-	33 %	56 %	11 %	81.82 %
M.A. (Sociology)	49	-	51%	49%	-	81.65
M. Sc. (Botany)	15	-	77 %	23 %	-	86.67 %
M. Sc. (Zoology)	20	-	68 %	32 %	-	95 %
M.Sc.(Biochemistry)	4	-	100 %	-	-	50 %
M.Sc.(Biotechnology)	29	7 %	90 %	3 %	-	100 %
M. Sc. (Chemistry)	24	-	25 %	75 %	-	83.33 %

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

- **An Internal academic audit on Teaching –Learning & Evaluation** process was carried out followed by reforms in the internal examination systems and improvement of continuous evaluation of the students.
- **Implementation of the academic calendar** for effective conduction of curricular & co-curricular programmes without affecting the teaching schedule.
- **Regular implementation of feed-back mechanism and its analysis** for reviewing and redesigning strategies.
- **Analysis of University examination results** and its feedback was provided to teachers for improvement in overall results.
- Efforts for designing strategies for **improving students' classroom attendance**.

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	4
UGC – Faculty Improvement Programme	1
HRD programmes	30
Orientation programmes	6
Faculty exchange program me	-
Staff training conducted by the university	5
Staff training conducted by other institutions	2
Summer / Winter schools, Workshops, etc.	2
Others	12

## 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	20	2	Nil	Nil
Technical Staff	39	4		



## Criterion – III

### 3. Research, Consultancy and Extension:

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

- Special efforts were taken by IQAC for developing linkages with research funding organizations and thereby promoting research activity amongst staff.
- Research profile of the college was prepared by IQAC, which has information on the type of research work / consultancy services that various Departments can provide.
- Special committee was set to send the emails to various research funding organizations enquiring about the type of funding provided by them for research proposals of the staff.
- Guidance was provided to staff for sending MRP proposals to research funding

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	3	-	-
Outlay in Rs. Lakhs	6,00,000/-	50,29,000/-		

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned (amount sanctioned during 2013-14)	Submitted
Number	5	16	8	5
Outlay in Rs. Lakhs	3,37,000/-	16,20,000/-	84,00,00/-	17,00,000/-

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	29	17	-
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Number of projects	Duration Year	Name of the funding Agency	Total grant sanctioned	Received (2013-14)
Major projects	3	3	DST, DAE,UGC	50,29,000/-	1,23,7000/-
Minor Projects	16	2	UGC	16,20,000/-	6,17,500/-
Interdisciplinary Projects					
Industry sponsored					
Projects sponsored by the University/ College					
Students research projects <i>(other than compulsory by the University)</i>					
Any other(Specify)					
<b>Total</b>	<b>19</b>	<b>-</b>		<b>66,49,000/-</b>	<b>18,54,500/-</b>

**3.7 No. of books published** i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

**3.8 No. of University Departments receiving funds from** **NA**

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**

- Department of Statistics provided Statistical Consultancy to two research clients from Architecture Department of VNIT, Nagpur for their Doctoral research. These clients donated one LCD projector and one Laser printer to this Department. (Total amount worth Rs. 40,000/-)
- Department of Botany annually trains the students in floriculture and involve them in maintenance of plants. In the month of December, annual flower show is organized to showcase almost 100 varieties of Chrysanthemum and seasonal plants (total of 2000 plants) for sale. This popular unique activity generated a revenue of Rs. 2,40,000/- in the session 2013-14.

- Guidance and Counselling Cell of Hislop College conducted IQ testing ,Aptitude testing, Vocational Guidance as when the client required it .In this session 37 cases of counselling were handled by the Cell. Individual Aptitude Testing was conducted on eight students. Group Testing for Aptitude measurement was conducted on 58 students from St.Ursula Girls High School. A revenue of Rs. 38,600/- was generated by this Cell.
- Consultancy was provided gratis to All India Association for Christian Higher education (AIACHE), New Delhi for drafting a policy document on National Education.

Level	International	National	State	University	College
3.11 No. of conferences organized by the Institution	-	5	1	-	-
Sponsoring agencies		UGC	UGC		

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency	<input type="text" value="Rs. 18,54,500/-"/>	From Management of College	<input type="text" value="Rs. 3,84,000/-"/>
Total	<input type="text" value="Rs. 22,38,500/-"/>		

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialized	Applied	-
	Granted	-

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	4		

3.18 No. of faculty from the Institution who are Ph. D. Guides   
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones) details

JRF  SRF  Project Fellows  Any other

**3.21 No. of students Participated in NSS events:**

University level  State level   
National level  International level

**3.22 No. of students participated in NCC events:**

University level  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   
NCC  NSS  Any other

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

- The Teaching & Non-teaching staff of the College donated a total amount of Rs. 2,18,070/- towards contribution to 'Prime Minister Relief Fund' as an aid for **Uttarakhand Disaster Management** in July 2013.
- **Blood donation programmes** were conducted by Rotaract Club, WDC & NSS unit in collaboration with Maharashtra State Blood Transfusion Council by keeping complete record of donors.

- **Nirmalya Project:** An initiative by the NSS unit and Rotary Club to keep the water bodies clean during the Ganesh Visarjan. The volunteers report on the lake side in the morning and work till late mid night in shifts. They collect Nirmalya from the people before the idols are immersed in the lake.
- NSS in association with Nagpur Municipal Corporation, installed '**Aadhar card centre**' for the students and staff members of the college. Numbers of students and staff members benefited from this drive.
- NSS unit, Environmental cell, WDC and Rotaract club conducted the **Weeding and Tree Plantation** Programme in college campus.
- NSS volunteers took part in **Traffic Rules awareness drive** in association with Janakrosh and Nagpur Traffic Police
- Rotaract club of the college conducted a **continuous Literary Programme to help the Students of St. Michael High School**. The Rotaractors visited the school regularly and conducted classes for the students of Class 6th, 7th, 8th, 9th & 10th they helped them with Science, English and Mathematics.
- Rotaract club celebrated the **Festive season with the blind children** of Kurve's Blind School and spent quality time with them. Members distributed gifts as well as arranged a festive dinner for all 125 inmates of that school.
- Rotaract club conducted '**Cleanliness Drive**' to clean the public places namely, Futala Lake and Ambazari Lake and spent 4 hours cleaning these places. They collected the garbage and disposed it off at the end.
- '**Voter-ID camp**' By Rotaract club: Rotaractors held a camp for making the Voter ID cards for the voters. Around 338 new voters registered for their Voter ID cards.
- '**Udaan**' – A Project by Rotaract Club of the college. A special way of celebrating Valentine's Day by spreading love and smile to the Physically and Mentally Challenged children from Nagpur and adjoining areas of Nagpur. The Rotaractors work as volunteers and help the Rotarians and the children. They helped them play games, organize cultural programmes and served lunch.
- **Counseling Centre** of Hislop College helped students from both the College and other Colleges regarding their emotional problems, difficulty in decision making and regarding family dispute. IQ testing , Aptitude testing, Vocational Guidance were also conducted as and when the client required it .
- Women Study & Service Centre conducted a **Field Visit at Vasant Rao Naik slum**, Amravati Road, Nagpur. Student volunteers interacted with the slum dwellers in the slum and conducted awareness programme on health.

- Hislop Institute for Social Action and Research (HISAR) is engaged in providing hands on training to students in social service activities. HISAR started a sewing training Institute for the children in the dumping yard area of Bhandewadi, Nagpur in order to make them employable and self reliant.

## 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 ( campus area , built up area, playground area)	29983sqmt, 7583sqmt 1314.5 sqmt	Newly created built-up area 879.28 sqmt	UGC	8462.28 sqmt
Class rooms (Number of classrooms)	35	4	UGC	39
Laboratories (Number of laboratories)	15	2	UGC	17
Seminar Halls (Number)	4	1	UGC	5
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.		2	UGC	
Value of the equipment purchased during the year (Rs. in Lakhs)		Rs.5,08781/-		
Others		Rs.17325/-		

#### 4.2 Computerization of administration and library

- CCTV facility on campus
- Upgradation of software ( administrative office, results)
- Up gradation work done in the LIBMAN Software in the Library Computers
- Use of MIS

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	73,136	88,48,061/-	1056	2,31,542/-	74,192	90,79,603/-
Reference Books	5661	4,46,878/-	249	1,62,620/-	5,910	60,9,498/-
e-Books	97000+	5000	Renewal	-	-	5000/- (Annual Sub. E-books & e- Journals)
Journals	21	48,312/-	Renewal	-	21	48,312/-
Magazines	15	1400	Renewal	-	15	16800/-
e-Journals	6000+	-	Renewal	-	-	-
Digital Database	Nil	-	-	-	-	-
CD & Video	316 CD's	9166	14CD's (Donated)	-	330	9166/-
Others (specify)	-	-	-	-	-	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	332 computers	6 labs Total no of computers 264	WIFI	1 browsing centre Total no of computers 12	1	Total no of computers 15	Total no of computers 36	Library Total no of computers 5
Added	5	2		-	-	-	3	-
<b>Total</b>	<b>337</b>	<b>266</b>		<b>12</b>		<b>15</b>	<b>39</b>	<b>5</b>

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology up-gradation (Networking, e-Governance etc.)

The Computer Science Department of Hislop College imparted training to the teaching staff with reference to the following:

- Computerization of classroom attendance
- Result analysis
- Roll list generation through MIS
- Networking of MIS Link for generation of admission data among various departments of the College

#### 4.6 Amount spent on maintenance in lakhs (UGC & College Management)\* :

i) ICT

**Rs. 7,67,886/-**

ii) Campus Infrastructure and facilities

**Rs. 1,04,18,708/-**

iii) Equipments

**Rs. 1,84,757/-**

iv) Others

Gas Chromatography (worth Rs. 20,00,000/-) is **donated** to Chemistry Department by Cytech Pharma, Nagpur

**Total :**

**Rs. 1,13,71,351/-**

\*Every year the College Management spends around 1 crore for Infrastructure Development as and when it is needed.



## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- **Conduction of an orientation programme for new entrants** by SQAC for making students aware about the college campus, Infrastructure, teachers, sports & other facilities, scholarships and students' incentive schemes.
- **Student mentoring cell** appoints student mentors for providing guidance to new students about administrative, psychological, scholastic aspects related to college life and brings out a healthy teacher-student interaction.
- IQAC annually prepares **calendars for curricular and extracurricular activities** of the Departments and programmes of all 20 Extension cells for fruitful, effective and if possible, Collaborative implementation of these programmes.
- IQAC then monitors activities of the cells like Training & Placement, Competitive Examinations Cell, Equal Opportunity Cell, NSS, NCC, Women Study & Service Centre , Human Right Cell and cultural activities through Athenaeum so that these cells work to their optimum potential for supporting the students.

#### 5.2 Efforts made by the institution for tracking the progression

The college keeps track of students' progression in multiple ways.

- Training & Placement cell & the departments keep a track of student's placement after their graduation and post graduation.
- News letter and the prospectus highlight the Hislopian who make it to top National, State level Institutions.
- Training & placement cell keeps the record of well placed students.
- Departments also keep data base of Students' progression.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2817	510	59	3386

(b) No. of students outside the state

212

(c) No. of international students

-

Men	No	%	Women	No	%
	1775	52.84		1611	47.57

Last Year: 2012-13						This Year: 2013-14					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2470	359	95	414	2	3340	2466	375	96	448	1	3386

Demand ratio 36 %      Dropout % 10.57

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

- Competitive Examination Guidance Cell of the college oriented students about UPSC & MPSC preparation and suggested examination preparation strategies.
- Guidance was provided to the Commerce students to qualify CPT Examinations.
- Conducted 2 Talks on Career Opportunities in banking sector & Preparation for CSIR examinations.
- Provided guidance to PG students to how to clear NET/ SET examinations.
- English Department provides guidance on career options as well as trains students on how to prepare for CAT, XAT, SAT, TOEFL, GRE, etc.

No. of students beneficiaries

100

#### 5.5 No. of students qualified in these examinations

NET	2	SET/SLET	-	GATE	-	CAT	5
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	24

## 5.6 Details of student counseling and career guidance

### ➤ **Student Counselling:**

- ❖ **Student Mentoring Cell:** This cell of the college selects best students from .B. A. / B. Com. / B. Sc. / B.B.A. / B.C.C.A second year as mentors for guiding the new entrants in knowing all the aspects related to college life. Mentoring activity includes personal guidance, scholastic and infrastructural guidance.
- ❖ **SQAC:** This cell ensured a participatory role for student in the organizational life of the Institution. The cell conducted an orientation programme for new entrants from all the streams and make them aware about the incentive schemes and scholarships free ships available for them by providing details and the concerned web-sites.

*The feedback and grievances of students obtained through these two cells helped the Institution to plan and review strategies to set new benchmarks in quality Education.*

### ➤ **Career Guidance:**

- ❖ **Training & Placement Cell:** This cell conducts training activities of the students from all the disciplines in soft skills like personality development, effective communication and interview techniques. The cell also provides training for smooth transition of students from the campus life to the corporate sector by offering a training course' **“Campus to Corporate”** in collaboration with **Tata Consultancy Services, Bangalore.**
- ❖ **Students' Guidance & Counseling Cell (Psychology Department):** The cell of the College helped students from both the College and other Colleges regarding their emotional problems, difficulty in decision making and regarding family dispute. IQ testing ,Aptitude testing, Vocational Guidance were also conducted as and when the client required it
- ❖ **Admission & Career Guidance Cell:** This cell provided support and guidance to the students regarding course selection & future career options during the admission session.

No. of students benefited

1500

### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
5 (IBM Daksha Business Process, Wipro Technology, TATA CONSULTANCY SERVICES, WIPRO, WIPRO Limited)	120	48	4

### 5.8 Details of gender sensitization programmes

- The College has a Anti-Sexual Harassment Cell. It works to provide for effective enforcement of the basic human right of gender equality.
- Creates an atmosphere of gender equality among students and employees.
- Deals with cases of sexual harassment and discrimination (if any)
- If there is any such incidence or complaint, then strict measures are adopted by this committee.
- Women Development Cell, Equal Opportunity Cell and Student Christian Movement conducted gender sensitization programmes for students based on various themes.

### 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

### 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

### Office 5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution (Management provides financial support to poor students, Christian students , Sports persons and children of regular staff)	298	Rs. 7,00,070/-
Financial support from government	620	Rs. 20,58,325/-
Financial support from other sources (Alumni Association)	45	Rs. 2,25,000/-
Number of students who received International/ National recognitions (Inspire scholarship recipients )	2	Rs. 80,000/- Rs.80,000/-

### 5.11 Student organized / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

### 5.13 Major grievances of students (if any) redressed:

1. In the Central Library reading room silence should be maintained by the students in the peak hours and the Library staff should monitor the students for keeping silence.

❖ Separate staff is appointed in the reading room by the Librarian during peak hours to control the students and maintain discipline.

2. Issues regarding Drinking water arrangement in the college premises and its cleanliness were sorted out by the college authorities by repairing and maintaining the water coolers in different wings of the college.

## Criterion – VI

### **6. Governance, Leadership and Management**

#### **6.1 State the Vision and Mission of the institution**

**Vision:** “We must give not only such an education as will be received by the poor, but such an education as will be prized by rich and middle class of society, embracing instructions in all those branches of science they wish their young to study.”

**Mission:**

- Imparting knowledge in a manner that it can be applied in real-life situations.
- Developing professional attitude, competence and skills.
- Developing critical and analytical thinking.
- Including social and moral responsibilities, cultural and aesthetic values.
- Including commitment to equity.

#### **6.2 Does the Institution has a management Information System: Yes**

1. Administrative procedures: *Accounting is done through MIS*
2. Student admission: *Admission procedure to all the programmes is through MIS including printing of I-cards of students of all the courses.*
3. Use of MIS for Correspondence and internal correspondence-PTA meeting invitations *are sent through SMS facility of MIS.*

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

##### **6.3.1 Curriculum Development**

The college is affiliated to R.T.M. Nagpur University. So the curriculum prescribed by the University for all the programmes is followed by the college. However, the faculties who are the members of Board of Studies are actively involved in Curriculum Development as and when it is required by the university.

However, the course curriculum is designed for the Career oriented Add-on courses and Short term training Certificate courses conducted in collaboration with the University. The concerned teaching staff is involved in this Curriculum Development.

### 6.3.2 Teaching and Learning

1. Each faculty member prepares **exhaustive teaching plan** for the course module for every session.
2. The **implementation of the teacher's teaching plan/module and the conduction of his/her classes as per the time-table** are assessed by the Principal at regular intervals through staff diary.
3. **Academic clearance** is introduced in the clearance form of the students to monitor the classroom attendance of the students.
4. **Question banks** are prepared by teachers on each unit of the subject.
5. The students are provided with these question banks.
6. **Regular Unit-wise Home assignments** are given to students.
7. **Unit tests and Terminal examinations** are conducted as per the academic calendar.
8. **Remedial courses** are conducted by Departments for weak students.
9. Teachers take special efforts to **identify weak students / slow learners in their class** and if necessary, involve fast-learners in their class to teach these students.
10. **Extra classes are conducted** by teachers to complete the course prescribed in the syllabus as & when needed.
11. To add a different perspective to various aspects of teaching, learning and evaluation and to promote ICT based teaching, various **Training programmes for the teaching staff of the college** are arranged by the HRD Cell.

### 6.3.3 Examination and Evaluation

- Regular conduct of unit tests.
- Continuous Evaluation of students through oral class test, home assignments, seminars, projects.
- Regular conduction of practical tests.
- Regular conduction of Terminal Examination as per university pattern

#### 6.3.4 Research and Development

- Staff is actively involved in sending **research project proposals** to various funding agencies
- 6 Departments of the college got recognition as centres for Doctoral Research by the University. With this addition, the **total number of Research Centres in the College is 9.**
- **25 faculty members are recognized supervisors** for Doctoral Research by the University.
- **59 students are registered for their Doctoral Research** work in the research centres of the college.
- **5 students were awarded Ph. D.** degree under the guidance of the supervisors in this session.
- 5 members of the staff have been awarded Ph. D. degree during the current year and 33 faculty members are already Ph. D. degree holders.
- The college publishes the research articles in the **Bi-Annual Research Journal “HISLOPIA”**.
- **Research audit of the faculty:**( number of MRPs, status, new proposals) The College Research Committee did the audit and updated information regarding the number of major and minor research projects, and the total grant sanctioned by various funding agencies.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- **Library:**
- The college has a well equipped central library with **74192 books and 5910 reference books.**
  - **New books are added** every year to the central library through **UGC funds as well as research project funds.**
  - All PG Departments and some UG departments possess the facility of Departmental Library. The students of the respective Departments take the benefit of their Departmental Library.
  - On the recommendation of IQAC, the **College Library extended its working hours by 3 hours in the evening** to help students in their examination preparation.
  - Hislop College was adjudged **one of the top 10 users of INFLIBNET by its faculty in the session 2013-14.** This ranking was listed on the INFLIBNET



- ❖ The library conducts the following best practices annually:
- Library promotes the healthy habit of reading among students by keeping a track of regular user and acknowledges the student as **the best reader** in the College.
- The library also conducts **book review competition** among the students
- **UGC Book bank facility** is availed to the students wherein the students can issue more than one book from the month of December till the exam clearance time.
- A popular **Book deposit scheme** is practised by the library during examination period to help the needy students to use books by depositing a nominal amount which is refundable after the books are returned.
- Prizes was awarded to '**Best Library User**' and '**Best Book Reviewer**' among the students.

➤ **ICT**

- The College Campus has WIFI connectivity and the computers in laboratories are connected in LAN.
- To promote ICT based teaching and learning short term training programmes are conducted for teachers to enhance and upgrade teaching skills.
- Most of the departments are equipped with LCD projectors to promote ICT based teaching.

➤ **Physical infrastructure /Instrumentation**

- Due to the increase in number of students additional classroom and laboratories have been constructed.
- The sports facility has also been upgraded by constructing Indoor sports facility block.
- Instruments are added to the departments as per their requirements through UGC Grants.
- The staff purchases equipments for their departments from their Research project

### 6.3.6 Human Resource Management

Short Term Training programmes were organized by Human Resource Development Cell for the improvement in Teaching skills and the soft skills of the faculty

- ❖ To add a different perspective to various aspects of teaching, learning and evaluation a Training programme on **‘Effective Teaching Skills- beyond chalk and Board’** on 3<sup>rd</sup> August 2013.
- ❖ An informative talk on **‘Tips for Effective Presentation’** is organized by the HRD cell. The basic objective was to provide insights on preparing an effective presentation with the basic contents including structure, relevant design and proper delivery. Also the staff were made aware about the latest editions of the available software like Prezie, Star Office, Zomo work Online, Google doc, ‘Comtasia’ was also provided to the staff.

### 6.3.7 Faculty and Staff recruitment

- The College appoints its faculty and staff purely on merit basis.
- Qualified Adhoc / CHB/ Guest faculty is appointed against the vacant post as per the departmental requirement.
- Daily-wages staff is recruited as per the need of the office and the Departments.
- Mechanism to review and monitor progress of recruited staff periodically:
  - (i) Assessment of annual progress and achievements of the teaching faculty is done by the Principal at the end of the academic session.
  - (ii) Regular practice of Feed- back from students on newly recruited teaching staff.
- Efforts are made for professional development of faculty / staff by sending them for refresher courses, faculty improvement programme, soft skill training programmes etc.

### 6.3.8 Industry Interaction / Collaboration

- Hislop College signed an **MoU with Tata Consultancy Services, Bangalore.**
- Five faculty members were trained by TCS for the soft skill course ‘Campus to Corporate’ as trainers.
- A 3-week certificate course ‘**Campus to Corporate**’, designed by **TCS**, and was launched for final year students, A batch of 36 students have been successfully trained in this session.
- The Energy and Resources Institute (TERI), in collaboration with the Hislop college, and supported by Ministry of Sports and Youth Affairs, is conducting an interactive seminar at the Hislop College Nagpur on 14th January 2014. The aim of the programme was to sensitize young minds on issues pertaining to innovation and sustainable development with a special focus on the specific subject of food.
- **MOU with active partners of Microsoft is under Process.**

### 6.3.9 Admission of Students

Admissions are done on the basis of University recommendations because Science Stream has changed to Semester pattern. So, admissions in the session 2013-14 are on according to Semester pattern.

However, annual pattern is followed in Arts and Commerce. While following rules and regulations of the University for the admission of the students in various faculties due credence is given to merit and also (in certain courses ) to the performance of students during admission interviews. As such, we are reasonably sure that the in- take of the students is directly proportional to the merit of the student

### 6.4 Welfare schemes

for

amount collected

Teaching	CREDIT COOPRATIVE SOCIETY: <b>Total: 3,80,400/-</b>
Non teaching	CREDIT COOPRATIVE SOCIETY: <b>Total:2,18,400/-</b>
Students	(Medical/Physical check up, Student Insurance & Welfare fund, Student Relief Fund , Student Union fee, Ashwamedh fee) <b>Total Rs. 3,78,265/-</b>

6.5 Total corpus fund generated

The corpus fund at present stands at Rs. 50,000,00/-.  
However, this is subject to changes on fresh deposits in each session.

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	No		Yes	Principal, Management, IQAC
Administrative	Yes		Yes	Principal, Management, IQAC

6.8 Does the **University**/ Autonomous College declares 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?

Not applicable.

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

Not applicable.

6.11 **Activities and support from the Alumni Association**

The College has a very cooperative and interactive Alumni Association 'HISCAAN'. Regular interaction through meetings with Alumni Association is conducted with a view to bring all Hislopian under one umbrella to interact, connect grow professionally and intellectually.

- ❖ In the academic session 2013-14, **HISCAAN received major sponsorship amount of Rs. 14,00,000/- as a donation from its alumnus.**
- ❖ HISCAAN has taken up the **Financial Sponsorship Scheme**, wherein the needy students from Science, Arts and Commerce Stream were given sponsorships after qualifying a selection process carried out by a special team of faculty members of the college.
- **45 students received the benefit** of this scheme.

- On 2<sup>nd</sup> August 2013, a hilarious Hindi play, '**Bhag Bhag D. K Bose**' was organized by HISCAAN in association with Stagecraft at IMA Hall, Nagpur. The play was staged by Alumnus Vikash Khurana.

The idea behind this play was to connect the Hislopians to their Alma mater to promote fellowship and regular interactions.

- ❖ Alumni association also conducted a popular talk on '**Live forever, Be an Organ Donor**' by the alumnus Dr. Ravi Wankhede to spread awareness amongst the college students about the Nobel cause of 'Organ Donation'.
- ❖ On 3<sup>rd</sup> January 2014, HISCAAN conducted an informative talk on '**Career Opportunity in Armed Forces**' for College students of all the streams- Science, Arts and Commerce to motivate the students to take up career with these most prestigious services.

#### 6.12 Activities and support from the Parent – Teacher Association

One annual and one Executive Committee Meeting of Parent-Teacher Association were conducted during the session. In the annual meeting the office bearers were installed. Feedbacks and suggestions were noted.

- ❖ The following suggestions were put forth by the parents:
- ❖ Every month, one day can be allotted as an "ACTIVITY DAY" in the college. Co-curricular activities can be conducted on this day.
- ❖ Mobile use in the college should be strictly prohibited.
- ❖ The PTA realizes the problem of non-salary grants faced by the colleges. So, for toilet maintenance, PTA suggested that a donation of Rs. 500/- can be accepted from students at the time of admission.
- ❖ College can start a cooperative store run by students where daily-need articles can be made available for the students at reasonable prices. Slow learners can be trained in business by involving them in the store activities with the other students

#### 6.13 Development programmes for support staff

One month Computer Orientation programme for non-teaching staff including the Laboratory Attendants was conducted for their Knowledge Up gradation..

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

Launching of '**Go Green**' initiative', for cleanliness in the campus and in its vicinity.

Concrete steps were as follows:

- **Installation of garbage bins** along the perimeter.
- Frequent collection and **disposal of plastic and waste** by the college community with the help of extension cells like Rotaract club, Environmental Cell, NSS and NCC.
- **Tree plantation programmes** were organized by Environmental Cell, NSS, WDC & Rotaract club of the college.
- **Organization of popular talks on promoting eco-friendly practices** among students like "Using CNG instead of WOOD for cremation" by the above extension cells.
- Awareness programme on plastic free campus.

## 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.

**Teaching Learning:** Examination reforms in the form of continuous evaluation, introduction of bridge courses, internal assessment and academic clearance.

**Impact:** Positive impact was observed in terms of increased class room attendance and results.

**Student Feedback:** Effective implementation of student feed back with the help of Student Mentoring Cell and SQAC.

**Impact:** Development of student satisfaction Index which helped in creating a strong and healthy student teacher interaction. The analysis of student feedback also helped the institution and management to plan and design new strategies for sustenance of quality.

**Conduction of Short term Add on Training Courses:** The College regularly imparts five skill based training to its students and in the Session 2013-14 a Soft Skill based certificate course was introduced for Final year students from all the streams

**Impact:** The students besides class room training are groomed for employability.

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

- ❖ **Development of Collaboration with Industry :** Hislop College first conducted an Academic Interface Programme with Tata Consultancy Services, Bangalore and then signed an MOU with the company to introduce a 3-week certificate course '*Campus to Corporate*', designed by TCS. The objective is to train the students in soft skills and to make them employable.
- ❖ All the departments of Arts, Science and Commerce successfully conducted a **one-week Bridge Course** in their respective subjects for the FY UG students.
- ❖ The College conducted **2 career oriented Add-on courses, 3 Short term Training courses** under Jeevan Shikshan Abhiyan of RTM Nagpur University and 1 soft skill training programmes '*Campus to Corporate*' during the session 2013-14
- ❖ **Systematic planning of extension services**  
A data bank of College blood donors in the specified format was prepared.
- ❖ **Meetings between the Management and the college IQAC** was held on a regular basis (quarterly, once in 4 months) during the session.

- ❖ Efforts were made by IQAC in **developing linkages with research funding organizations** and thereby promoting research activity amongst staff.

A list of Departments which can offer services or consultancy services to Government sector or Private sector Organizations or NGOs was prepared. The college received responses from some other research funding organizations.

*Efforts were made to establish strong linkages with National Environment Engineering Research Institute (NEERI). Their expertise may also be sought for the promotion of cleaner and healthier campus.*

- ❖ **Strengthening of feed-back mechanism**

Students' written feedback on aspects related to college and its infrastructure, teaching staff, library, sports facility etc were taken using a 5-point questionnaire. Feed-back of students was measured on a 5-point scale for each aspect and analyzed to calculate 'Student Satisfaction Index' for improvement in existing quality and redesigning the new policies.

- ❖ To introduce the new activity through **Entrepreneurship Development Cell** from the session 2014-15, two faculty members were sent for Faculty Development Programme' by Maharashtra Centre for Entrepreneurship Development Regional Office Nagpur (MCED) in collaboration with Entrepreneurship Development Institute of India Ahmadabad and DST, Nagpur 11<sup>th</sup> March to 25<sup>th</sup> March 2014.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)  
*Discussion*

Best practice I – ' Student Satisfaction Index'

Best Practice II- 'Activities for Holistic development of students'

Best Practice-III- 'Hislop Empowering through Learning Programme'

**\*Provide the details in annexure (Annexure VII )**



#### 7.4 Contribution to environmental awareness / protection

##### Regular Practices

- Launching of **‘Go Green’ initiative**, for cleanliness in the campus and in its vicinity.
- **Solid waste** like campus litter, mushroom waste, vegetable waste etc **are recycled** into usable compost by the process of vermicomposting.
- Recycled compost is used in the Floriculture unit of the College.
- As a Green initiative, a **solar generator** has been installed in the Girls’ hostel complex. A fan and a light in each room of the hostel runs on the solar generator during the load shedding.
- **E - waste management** through proper procedure.
- October 2 is observed annually as **“Shraam Daan Day”**, by the students, teaching and nonteaching staff to clean the entire College Campus. This activity promotes cleanliness and spreads awareness about environment.
- **Installation of garbage bins** in the College premises and its proper maintenance.
- Awareness programme on **plastic free campus and promoting eco-friendly practices** among students like “Using CNG instead of WOOD for cremation” by the above extension cells..
- **Weeding , tree plantation programmes** , frequent collection and disposal of plastic and waste in the college is regularly carried out by students members of by Environmental Cell, NSS, WDC & Rotaract club,

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:

- Dynamic, dedicated and qualified staff
- Balanced focus on academics as well as co-curricular and extra-curricular activities
- Use of innovative, technology-enabled classroom teaching and learning
- Strong proactive mechanism for student support and progression
- Good linkages with the industry and growing campus recruitment drive for students
- Year-round programmes of diverse kinds for the holistic development of students
- Considerable volume of research production and paper publications
- Excellent relationship with stakeholders including, parents, alumni, local community, etc.
- Power-packed performance in sports at the University, State and National level
- Wide range of community outreach and development programmes

### Weaknesses:

- Lack of campus area for infrastructural development
- Academic and administrative constraints of being a college affiliated to the university
- Student migration to metro cities for pursuing higher courses
- 100% filling of vacancies still to be achieved

### Opportunities:

- More openings for student employability with new Life Sciences and IT based industries coming up in Nagpur
- New avenues for academic-industry linkages in the form of product and services consultancy and research collaboration
- Availability and access of massive open online courses (MOOCs) for students
- Tie-ups with National Skills Development Commission, NPTEL

### Challenges/Threats:

- Poor performance and reputation of parent university
- Shortfall in student intake due to long distance and correspondence courses offered by open universities
- Declining quality of students especially those taking admission in Arts
- Preparation for seeking autonomous status
- Students are more focused on passing examination rather than learning.

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

- ❖ Establishment of **Entrepreneurship Development Cell**.
- ❖ SQAC will **conduct an inter-collegiate workshop** to share best practices of various colleges and to formulate new strategies for quality improvement.
- ❖ **Computer training programmes for students**.
- ❖ Conduct **faculty development programmes**.
- ❖ Training **programmes for administrative staff on 'Office Management'**
- ❖ Conduct a UGC sponsored **seven-day Certificate Course on Research Methodology** for researchers of all streams.
- ❖ Organize seminars/conferences/workshops on different subjects.
- ❖ Encourage faculty to submit **Minor and Major research projects under UGC XII plan**.
- ❖ Appointment of full-fledged Registrar for streamlining office administration
- ❖ Upgrade infrastructural facilities with more smart classrooms and better laboratory equipment.
- ❖ Have **external audit done to evaluate and assess institutional performance** across all levels of academic and administrative processes.

Name ***Dr. Jyoti Shiwalkar***

*Sd*

*Coordinator, IQAC*

Name ***Dr Dipti Christian***

*Sd*

*Principal & Chairperson, IQAC*

Date: 16.9.2014

**Annexure-I**  
**Hislop College, Nagpur**  
**Academic calendar: 2013-14**

UG Classes of all the streams	First session: 1 <sup>st</sup> July to 30th October 2013		Second session: 1 <sup>st</sup> December 2013 to 30th 2014		Terminal examination
	Unit test-I	Unit-test-II	Unit test-I	Unit-test-II	
B. Sc. I <sup>st</sup> & II <sup>nd</sup> Semester	September-13	October-13	January- 14	February-14	-
B. Sc. II	September-13	October-13	January- 14	February-14	-
B. Sc. Part-III (annual pattern)	September-13		January- 14		February-14
First year degree course of Commerce, Arts and CMC (annual pattern)	September-13		January- 14		February-14
Second Year degree courses of Commerce, Arts and CMC (annual pattern)	September-13		January- 14		February-14
Third Year degree courses of Commerce, Arts and CMC (annual pattern)	September-13		January- 14		February-14

Teaching Days- 180 days

Examination Days- 30 days

\*Activity Days- 10 days

\*Programmes /Activities for students are conducted as per the attached IQAC calendar: 2013-14.

Note: Teaching Classes are compensated by conducting extra classes during vacations.

## Annexure-II

### Proposed Programmes of the Departments under Arts faculty during the session 2013-14

Department	Proposed Dates	Proposed Activity	Objective
* History and Political Science in collaboration with Environmental Cell	9 <sup>th</sup> August, 2013	Tree Plantation by both and De-weeding by Environmental Cell	To increase the green cover of the college. To stop the unwanted growth of plants because of its health effects on human being.
Sociology	2 <sup>nd</sup> week of August	Anthropological Museum Visit	To discuss on the emerging tribal issues and their problems with the students.
Economics	12 <sup>th</sup> August 2013	Guest Lecture	
* Economics in collaboration with Rotaract club, WDC and NSS	13 <sup>th</sup> August 2013	Blood donation camp # <b># Format for maintaining the record of blood donors should be collected from IQAC.</b>	To make a worthwhile contribution towards the society.
<b>All the Departments under Arts Faculty</b>	22 <sup>nd</sup> August 2013	Inauguration of Arts Society and a guest lecture. <b>Venue:</b> Shalom Auditorium	Installation of office bears and to make the students aware about the activities carried out under the Commerce and Management society.
History and Political Science	23 <sup>rd</sup> August 2013	Guest Lecture	To acquaint the students about significant national issues and make them aware about its effects on day to day life of common man
Marathi	30 <sup>th</sup> August 2013	Video screening of Marathi Drama Natsamrat.	To give information about drama

Hindi	August 2013	mPpkad izklr fo kfFkZ;ksa dk lRdkj f"kk{kk esa lapkj ek;/eksa dh Hkwfedk	fo kfFkZ;ksa dks mRlkfgr djuk u;s midj.kksa ,oa ifjorhZr "kS{kuhd izfof/k;ksa dh tkudkjH nsuk
Sociology	5 <sup>th</sup> September 2013	Teacher's Day Programme & Freshers' Programme	To deliver lecture on different career opportunities in Sociology
* History and Political Science in collaboration with WDC	12 <sup>th</sup> September, 2013	Movie Show(Movies Related With National Issues)	To aware students about the 'Freedom Struggle of India'
*English in collaboration with HELS	16 <sup>th</sup> September 2013	Inauguration and "Word Buster"	To enhance vocabulary. To create interest in vocabulary development.
Marathi	18 September 2013	September Visit To Regional Anthropological science museum	To give information about folk literature and culture
Sociology	21 <sup>st</sup> September 2013	In house Seminar Programme on different issues of women	To organize seminar on the contemporary issues related to women and sensitize the students
Psychology	25 <sup>th</sup> September 2013	Workshop Topic : Dealing with Adolescence	To introduce the parents, teachers, counselors the techniques of interpersonal relations and communications skills to deal with adolescents
Hindi	September 2013	leh{kD jkefoykl "kekZ % ,d foospu lkfgR; vkSj laLd`fr % Poster competition (ikB~; dze ij vk/kkfjr)	ekDIZoknh fopkj/kkjH ls voxr djuk vUrj laca/k LFkku djuk vkUrfjd Hkko dks fp=ksa ds :i esa vafdr djuk

Philosophy and Sanskrit	September 2013	Teachers day & felicitation of highest scorer students*	better To get acquainted with Radhakrishnans Philosophy & To inspire them for future.
English	5 <sup>th</sup> October 2013	Guest Lecture	To provide information and insights into language and literature.
Psychology	9 <sup>th</sup> and 10 <sup>th</sup> October 2013	“Psycho-Fest”	To bring about awareness in application of Psychology in daily life.
Marathi	12 <sup>th</sup> October 2013	Lecture on Marathi novel	To give information about novel.
Sociology	3 <sup>rd</sup> week of October 2013	Lecture on Wildlife Conservation and poster competition on wildlife conservation	To create awareness among students for conservation of nature and its impact on social life
History and Political science	17 <sup>th</sup> October, 2013	Study Tour	To increase students participation in learning process
Philosophy and Sanskrit	October 2013	Guest Lecture	To acquire knowledge related with syllabus
Hindi	October 2013	1 oS”ohdj.k ds nkSj esa tulaokn dh Hkwfedk 2 Study Tour- Lskokxzke ,oa ioukj	fofHkUu {ks=ksa esa oSf”od ifjoRkZu dh tkudkj
Philosophy and Sanskrit	November 2013	Study Tour	To get introduced with different philosophers and their philosophy
English	10-11 December 2013	National Seminar	
Marathi	12 December 2013	Seminar on Kusumagrajanchi kavita	To give information about poetry
Economics Quiz	13 <sup>th</sup> December 2013	Quiz	

*English in collaboration with Hislop English Literary Society (HELs)	14 <sup>th</sup> December 2013	Quiz	To create and develop general awareness of the contemporary world. To train students in the management of events.
* Sociology in collaboration with, Commerce and Computer Management(CMC) , and Computer Science Depts	14 <sup>th</sup> September 2013	Social Visit- Blind school and lunch for inmates by the Hislop Staff & students	To give student an idea of the other phase of Life. To make students sensitive towards specially abled children
Sociology	1 <sup>st</sup> week of December 2013	Study tour	To increase awareness, develop understanding and effective learning experience
Sociology	2 <sup>nd</sup> week of December 2013	Documentary Screening	To facilitate interaction with students and create awareness about social problems through documentary.
Hindi	December 2013	iz;kstu ewyd fgUnh	&O;ogkfjd fgUnh “kCnksa dk iz;ksx rFkk cSadksa] O;kolkf;d fgUnh dh tkudkj h nsuk
Philosophy	December 2013	Guest Lecture	To acquire knowledge related with syllabus
Sanskrit	December 2013	Sambhashan Varga	To get more familiar with Sanskrit conversation and to promote Sanskrit atmosphere.
Marathi	10 January 2014	Workshop on How to write correct Marathi	To develop writing skills
*English in collaboration with HELs and T & P Cell	18 January 2014	Workshop on creative writing and Short story writing competition.	To stimulate the students’ interest in expressing themselves in various genres.



Philosophy	January 2014	Seminar	Preparing themselves for examination
Sanskrit	Jan 2014	Seminar	Preparing themselves for examination and acquire extra knowledge of Sanskrit
Psychology	April 2014	Aptitude Test	To test students' aptitude and to provide guidance to them in choosing proper future career.

**\*These departments should conduct the programme in collaboration.**

**Dr. Dipti Christian**  
**Principal**  
**Hislop College, Nagpur**

**Date: 1<sup>st</sup> July 2013**

**Annexure-III**  
**Proposed Programmes of the Departments of Science faculty**  
**during the session 2013-14**

<b>Department</b>	<b>Proposed Dates</b>	<b>Activity</b>	<b>Objective</b>
Biochemistry	27 <sup>th</sup> July, 2013	Guest Lecture	Student – Scientist interaction
Mathematics	27 <sup>th</sup> July 2013	One Day Workshop: “Review of Maths I syllabus of B.Sc. I for ATKT students”	Knowledge and skill development of the subject
Botany	19 <sup>th</sup> July 2013 (3rd Friday of Every Month.)	Student Seminar	To make students aware of recent developments in the subject. To make the students more prolific.
Mathematics	3 <sup>rd</sup> August 2013	One Day Workshop: “Review of Maths II syllabus of B.Sc. I for ATKT students”	Knowledge and skill development of the subject
Computer Science	7 <sup>th</sup> August 2013	Computational Physics	To expose student to computational physics- an area of prime attention among researchers in today’s era.
Mathematics	10 <sup>th</sup> August 2013	One Day Workshop: “Review of Maths III syllabus of B.Sc. I for ATKT students”	Knowledge and skill development of the subject
Botany	16 <sup>th</sup> August 2013	Study Tour	General identification and collection for herbaria and to study the plants in their natural habitat. Identification and Collection of Aquatic plants. To familiarize the students with the Flowering plants

Chemistry, Botany, Zoology, Biochemistry And Biotechnology	19 <sup>th</sup> August 2013	Inauguration of Bioscience Society and a guest lecture. <b>Venue:</b> Shalom Auditorium	Installation of office bears and to make the students aware about the activities carried out under the bioscience society. To make the students aware about the current trends in the field of biosciences.
Physics & Electronics, Computer Science, Statistics And Mathematics	20 <sup>th</sup> August 2013	Inauguration of <b>Mathematical Sciences Society</b> and a guest lecture. <b>Venue:</b> Shalom Auditorium	Installation of office bears and to make the students aware about the activities carried out under the Mathematical Sciences society. To make the students aware about the current trends in the field of Mathematical sciences.
Botany	22 <sup>nd</sup> August 2013	Student Seminar	To make students aware of recent developments in the subject. To make the students more prolific.
Biochemistry	24 <sup>th</sup> Aug, 2013	Guest Lecture	Student – Scientist interaction
Zoology	August 3 <sup>rd</sup> Week	Guest lecture for the students of B. Sc and /M. Sc- Biodiversity	Importance of Biodiversity in the various biotic components of the planet.
PG Department Of Zoology	August 3 <sup>rd</sup> Week	Short study tour	
Computer Science	30 <sup>th</sup> August 2013	Seminar (on recent technology)	To update the Knowledge of recent development in I.T. sector
Statistics	4 <sup>th</sup> September 2013	Felicitation of toppers in Statistics in 2013 examination of RTMNU, followed by a Guest Lecture	Motivate the students for improving score in the annual examination. To make the students aware of new developments or applications of Statistics
Mathematics	5 <sup>th</sup> September 2013	“Teacher’s Day Special: Values through Education	Developing values among the students

Physics	6 <sup>th</sup> September 2013	Quiz competition	An exposure to the syllabus of Physics of B.Sc. Part I, II, III
Biotechnology	6 <sup>th</sup> September 2013	Guest Lecture	Increasing the knowledge-base of students
Biochemistry	14 <sup>th</sup> September 2013	Shodh	A PowerPoint presentation based competition to generate awareness regarding important discoveries.
* Computer Science in collaboration with Commerce and Computer Management and Sociology	14 <sup>th</sup> September 2013	Social Visit- Blind school and lunch for inmates by the Hislop Staff & students	To give student an idea of the other phase of Life.  To make students sensitive towards specially abled children
Botany	19 <sup>th</sup> September 2013	Student Seminar	To make students aware of recent developments in the subject. To make the students more prolific.
Computer Science	20 <sup>th</sup> September 2013	Cyber quiz (under Cyber Spiel an inter collegiate annual event)	To test the General knowledge in I.T.
		Photography (under Cyber Spiel an inter collegiate annual event)	Capture "Beauty of Nagpur" (awarded best City in our Country)
Computer Science	21 <sup>st</sup> September 2013	Blind Coding (under Cyber Spiel an inter collegiate event)	To enhance programming skills.
		"Interpreter" (under Cyber Spiel an inter collegiate event)	Testing word translation ability.
PG Zoology	September 3 <sup>rd</sup> Week	Study tour : Entomological collection tour	General identification and collection of insects and to study the various insect in their natural habitat. Identification and Collection of various insect.

Zoology	September 3 <sup>rd</sup> Week	<ol style="list-style-type: none"> <li>1. Guest lecture on Man and Environment</li> <li>2. Poster/ photo Exhibition cum competition on animal Biodiversity</li> <li>3. Quiz program for Undergraduate students.</li> </ol>	Impact of man on the welfare of environment
Botany	26 <sup>th</sup> September 2013	Guest Lecture- Environment and Conservation	Creation of awareness towards environment. Impact of Environment due to present Socio Economic Condition. Outline of Conservation method and Student role for the same.
Biochemistry	27 <sup>th</sup> September 2013	Kaleido	An art event to showcase extracurricular talents of students
Chemistry	September 2013	Guest Lecture	
Chemistry	September 2013	Study Tour-ARCO CHEM	Encountering new techniques in advanced Lab
Mathematics	5 <sup>th</sup> October 2013	Guest lecture on "Understanding Classical Mechanics & Special Relativity" for B.Sc. II & III students	Developing subject knowledge
Biochemistry	7 <sup>th</sup> October 2013	Guest Lecture	Student – Scientist interaction
Chemistry	10 <sup>th</sup> October 2013	Quiz -(UG)	Clearing student's basic concepts.
Botany	11 <sup>th</sup> October 2013 (2nd Week)	Study Tour	General identification and collection for herbaria and to study the plants in their natural habitat. Identification and Collection of Aquatic plants. To familiarize the students with the Flowering plants.

Biotechnology	12 <sup>th</sup> October 2013	Guest Lecture	Increasing the knowledge-base of students
Zoology	October 3 <sup>rd</sup> Week	A guest lecture for UG and PG students of the dept on 'Protozoan diseases in man'	Knowledge on the role of various protozoa in spreading diseases in human. Their life cycle and control.
Biochemistry	November( 2nd week of Nov, 2013	Study Tour	Industry Visit
PG Dept. Of Zoology	3 <sup>rd</sup> week of November 2013	Study tour - Forest tour (to study Wild life Rthology)	To observe wild life in nature and study their behavior. To understand the concept of food and energy chain in nature.
Zoology	3-4 <sup>th</sup> week of November 2013	National Symposium on Zoology	To set a platform for interact with experts in the field of animal study and to inculcate the concept of research and higher learning among the students.
Botany	21st November	Student Seminar	To make students aware of recent developments in the subject. To make the students more prolific.
Computer Science	28 <sup>th</sup> November 2013	Workshop on Programming tools/ IDE used in I.T. Company.	To make aware of real life application in I.T. Company.
Statistics	29 <sup>th</sup> November 2013	Guest lecture for students of Statistics	To highlight the uses of Statistics in other disciplines.
Mathematics	30 <sup>th</sup> November 2013	"Intra-Collegiate Quiz on Mathematics syllabus of B.Sc. I, II, & III"	Presentation skill and subject preparation
Computer Science	2 <sup>nd</sup> December 2013	Exhibition (Depict you Creativity in I.T )	To express their Technical Skills and Creativity
Botany	6 <sup>th</sup> December 2013	Flower Show	This show is a medium to connect the students and make them aware about the nature.

Physics	1 <sup>st</sup> week of December 2013	Tour to Raman Science Centre, Nagpur	Exposure to Astro-Physics
Statistics	1 <sup>st</sup> week of December 2013	Study tour to National Sample Survey Organization (NSSO), Nagpur division	To make the students aware of the divisions and the working method of National Sample Survey Organization
Zoology	1 <sup>st</sup> week of December 2013	A guest lecture for UG and PG students of the dept on 'Insects as vectors'	To know about the role of insects in spreading diseases in man and domestic animal. Their life cycle and control measures.
Zoology	1 <sup>st</sup> week of December 2013	Quiz program for Postgraduate students	Application of subject knowledge
Zoology	1 <sup>st</sup> week of December 2013	Poster/ photo Exhibition cum competition on 'Man and environment'	Application of subject knowledge on 'Man and Environment'. Spreading awareness about environment
Chemistry	10 <sup>th</sup> December 2013	Intercollegiate Seminar Competition (UG )	Motivating and overall development of students.
Mathematics	13 <sup>th</sup> December 2013	"Poster Exhibition: Mathematics and its Applications"	Application of subject knowledge
Chemistry	December 2013	Study Tour-CIFMR	Encountering new techniques in advanced Lab
PG Department of Zoology	1 <sup>st</sup> week of January 2014	Study tour Wetland field tour	To study the fauna of a wetland and their association and dependence on the floral element of the wetland.
Zoology	1 <sup>st</sup> week of January 2014	A guest lecture on 'Immunology'	The principles of defense mechanism in the human body and the mechanism of immune system.
Statistics	1 <sup>st</sup> week of January 2014	Two-day annual workshop for the students of Statistics, " <i>Statistica-A festival of Statistical Activity</i> " in which activities like- <ul style="list-style-type: none"> <li>• Quiz- 'Who is Stat'ly Wise?'</li> </ul>	Enrichment of students in applications of Statistics.  To improve the conceptual understanding of the topics in

		<ul style="list-style-type: none"> <li>• Stat Maze</li> <li>• Seminar and Project Presentation competition to be conducted.</li> </ul>	the subject and to increase the numerical ability of students
Biotechnology	7 <sup>th</sup> January 2014	Quiz-HEADCRUNCHER	
Botany	10 <sup>th</sup> January 2014 (2nd Week)	Guest lecture Recent Advances in Plant Sciences	Highlighting the recent trends in different branches in Plant Science. Salient features of Research Carried out in each area. Application of Plant Sciences in Sustainable development.
Computer Science	14 <sup>th</sup> January 2014	Industrial Tour	To give the exposure and have interaction with software team (Live database and software)
Biotechnology	17 <sup>th</sup> January 2014	Wild-life photography exhibition	Wild life Awareness
Botany	17 <sup>th</sup> January 2014	Student Seminar	To make students aware of recent developments in the subject. To make the students more prolific care)
Biochemistry	18 <sup>th</sup> January 2014	Seminar	To generate awareness about recent advancements in the field of biochemical research technology
PG Zoology	2 <sup>nd</sup> week of January 2014	Workshop on 'Molecular Techniques'	This is the medium that help students to sharpen their practical skills.
Physics	2 <sup>nd</sup> week of January 2014	Science Talks	To know the recent innovations in Physics
Chemistry(PG)	9 <sup>th</sup> March 2014	Quiz	Clearing student's basic concepts

**\*These departments should conduct the programme in collaboration.**

**Date: 1. 7. 2013**

**Dr Dipti Christian  
Principal, Hislop College, Nagpur**



Annexure-IV

**Proposed Programmes of the Commerce faculty during the session 2013-14**

<b>Department</b>	<b>Proposed Dates</b>	<b>Activity</b>	<b>Objective</b>
Commerce And Commerce And Management Courses	21 <sup>st</sup> August 2013	Inauguration of Commerce and Commerce and Computer Management Society and a guest lecture. <b>Venue:</b> Shalom Auditorium	Installation of office bears and to make the students aware about the activities carried out under the Commerce and Management society.
Department of Commerce, Management and Computer.	31 <sup>st</sup> August 2013	Guest lecture on “Cyber Crime and Laws”	To make students aware of the types and reasons of various cyber crimes and sensitize them about the laws related to cyber crime as well as general laws made for the benefit of Indian citizens.
Commerce	6 <sup>th</sup> September 2013	Guest Lecture- Taxation	To help students in Tax Planning. To help students understand filling of returns.
Department of Commerce, Management and Computer.	7 <sup>th</sup> September, 2013.	Visit to Blind school and lunch for the inmates by the Hislop staff and students ion	To make the students sensitive towards the specially abled children.
* Commerce and Computer Management in collaboration with, Sociology and Computer Science	14 <sup>th</sup> September 2013	Social Visit- Blind school and lunch for inmates by the Hislop Staff & students	To give student an idea of the other phase of Life. To make students sensitive towards specially abled children
Department of Commerce and Department of Commerce, Management and Computer	21 <sup>st</sup> September, 2013	Lecture on the Current Economic scenario of India or any other current affairs or scams	To make students aware of the current economic conditions prevailing in the country

Department of Commerce, Management and Computer	October 2013	Industrial Tour	To get the first hand practical knowledge on working of industries in areas like Finance, HR, Production Management, Marketing, etc.
Department of Commerce, Management and Computer		A fete by students "Be an Entrepreneur"	To experience the dealing of a business at a very small scale.
Department of Commerce, Management and Computer	30 <sup>th</sup> November, 2013	Seminar on "Creating effective PowerPoint Presentations" followed by students' presentation competition on	In this communicative competitive world students must have the knowledge of making effective PPTs. To test their technical as well as presentation skills.
Department of Commerce, Management and Computer	7 <sup>th</sup> December, 2013	Departmental Sports Day	To have sports activities for the departmental students.
Department of Commerce, Management and Computer	14 <sup>th</sup> December, 2013	Intercollegiate Management Quiz Competition	To have a quiz on Management topics specifically in order to test the students knowledge base in their field of study.
Commerce	18 <sup>th</sup> of December 2013	Industrial Tour	To help students understand Practical Costing.
Commerce	21 <sup>st</sup> January 2014,	Lecture on Principles of Management	To give students practical knowledge of management principles.

**\*These departments should conduct the programme in collaboration.**

**Dr Dipti Christian  
Principal  
Hislop College**

**Date: 1.7.2013**

### Annexure-V

#### Proposed programmes of the Cells of the College during the session 2013-14

Name of the Cell	Proposed month	Proposed Activity	Objective
<b>APRIL to JULY-2013</b>			
Athenaeum: Hislop Centre of Performing Arts-HCPA	April-May 2013	Summer Theatre Workshop in association with Stagecraft Theatre	To showcase students' talent through competitions and drama festivals before the larger audience segment.
Games and Sports	24 <sup>th</sup> to 29 <sup>th</sup> June 2013	Orientation	Awareness regarding activities of the department.
National Service Scheme (NSS)	25 July 2013	Orientation programme for newly admitted volunteers	To give information about NSS activities.
Botany Department	July – December 2013	Career Oriented Course in Floriculture and Mushroom Cultivation	Create a new source of employment for students. Impart practical training on the various techniques used in the courses.
Rotaract Club	July 2013	Installation	To form an executive body of students with the aim and objective laid down by Rotary Club of "Service before Self" as a driving force for the Rotaract Club of Hislop College to make a worthwhile contribution towards the society.

Students Mentoring Cell	30 <sup>th</sup> July 2013	Meeting of the <b>core committee</b> with the Convener of the cell	To plan the outline of mentoring programme.
<b>AUGUST-2013</b>			
Environmental Cell	9 August 2013 Collaborative programmes	Tree plantation	To provide shade and to protect the environment from pollution.
Political Science & History		De weeding of congress grass in the college campus	To stop the unwanted growth of plants because of its ill effects on human health.
Student's Quality Assurance Cell (SQAC) and Students Mentoring Cell	12 <sup>th</sup> August 2013  One single programme in collaboration with these cells.	Orientation Programme for first year students of Arts, Commerce, Science streams and Management courses	To orient the new entrants about the college infrastructure, facilities & incentives like scholarships, free-ships Also to provide them information about various cells of the college and their activities.
Equal Opportunity Cell (EOC)		Orientation Programme	To create awareness.
Centre for Competitive Examination Guidance (CEG)		Orientation Programme on Competitive Exams	Discuss on preparation for the UPSC and MPSC and staff selection exams.
Human Rights Cell		Awareness program on Human Rights Education	To make the students aware of human rights.

Women Development Centre (WDC)	13 <sup>th</sup> August 2013	<b>Blood Donation#</b>  <b>#Format for maintaining the record of blood donors should be collected from IQAC.</b>	To help Thalasaemic people. .
Economics Dept.			
NSS			
Rotaract Club			
Student Mentoring Cell	14 <sup>th</sup> August 2013	Meeting of the teachers-in-charge with the core committee of the cell	To instruct teachers about the student mentoring scheme. To prepare the list of student mentors from the second year.
NSS	15 <sup>th</sup> August 2013	Independence Day celebration	To celebrate Independence day
WDC + Political Science & History Dept.	23 <sup>rd</sup> August 2013	Guest Lecture	To acquaint the students about significant national issues and make them aware about its effects on day to day life of the common man.
Student Mentoring Cell	24 <sup>th</sup> August 2013	Selected student mentors' meeting with the core committee of the cell	To train them for carrying out student mentoring activity effectively and how to maintain the mentoring record.
NSS	26 August 2013	Traffic Rules Awareness Programme.	To give information about Traffic Rules.
Learning Resource Centre	30 <sup>th</sup> August 2013	Library Orientation Programme for junior and senior college students. Preparation of list of students who are regular and enthusiastic Library users to be put up regularly on Library notice board under the title, ' The Great Readers"	Motivating students to cultivate the habit of reading.

<b>SEPTEMBER-2013</b>			
Students' Christian Movement (SCM)	3 September 2013	Inauguration and Installation with Orientation Programme	Formation of a Student committee and encourage leadership qualities. Provide Information about Objectives of SCM and the activities throughout the year
Training & Placement Cell * (T & P Cell)	7 September 2013	Inauguration of Training and Placement Cell for the session 2013-14 & Installation of Office Bearers	To introduce students to the various activities under Training and Placement Cell during the year. To involve student members in organizing T&P activities.
Women Studies & Service Centre* (WSSC)	7 September 2013	Self Employment Training Programme	To assist the students in self employment.
T & P Cell* *These 3 programmes should be organized in collaboration on the same day.	7 September 2013	Interaction Session with the people in the Industry	To provide students a platform to interact with the people in the industry & gain practical knowledge.
Athenaeum: HELS	16 September 2013	Inauguration of HELS and "Word Buster"	To enhance vocabulary. To create interest in vocabulary development.

Rotaract Club	19 <sup>th</sup> September, 2013  Collaborative programmes	The Nirmalya Project	An annual eco-concern project by Rotary Club of Nagpur towards cleanliness awareness drive during Ganesh Visarjan. Besides educating people of the concerns of water pollution and its resultant malaise.
Environmental Cell		Sensitization programme on waste management	To manage the quantity of waste produced and for its efficient use.
Games and Sports	23 <sup>rd</sup> to 28 <sup>th</sup> September 2013	Rashtrasant Tukdoji Maharaj Nagpur University inter college Table Tennis tournament (Men & Women)	Organizing university tournament, college supporting university work.
Athenaeum: HCPA	20 September 2013	Inauguration/Installation & Lecture on Performing Arts by a distinguished Performing Artist	To bring to fore the talent of the students beyond and besides the academic curriculum.
CEG	21 September 2013  Collaborative programmes	Banking Exams and opportunities	Lecture on the opportunities in banking sector and preparation for P O exams
		Railway Recruitment Exam and Guidance	Awareness about the entry level exams for joining railways, guidance and preparation.
Parents & Teachers Association (PTA)	28th September 2013  ( 4th Saturday)	First meeting of PTA:2013-14  Election of office bearers of PTA 2013-14	To make the parents aware of the college activities, staff and college ambience. Also to increase parent-teacher interaction.

SCM	September-End	Retreat	To encourage members to be more Christ centered. Counseling for being good leaders.
<b>OCTOBER-2013</b>			
EOC	1 October 2013 Collaborative programmes	Specific employment opportunities for SC/ST/NT/OBC/SBC/Religious Minority, etc in government Services	To provide information about specific jobs for the members of these communities.
Human Rights Cell		Workshop on rights of minorities and marginalized people.	To disseminate knowledge regarding rights of minorities and marginalized people.
National Service Scheme (NSS)	2 <sup>nd</sup> October 2013 Collaborative programmes	Shramadan	To celebrate Mahatma Gandhi's birth anniversary.
		Peace Rally	Campaign against Nuclear Weapon.
Athenaeum: HCPA	October 4-6, 2013	Inter-college Drama Festival	To showcase students' talent through Drama festivals before the larger audience segment.
WSSC	4 October 2013 Collaborative programmes	Legal Awareness training programme for Women and girls	Impart legal awareness among students
HRC		Issues of women and their rights	To bring awareness amongst the students about issues of women and their rights.
Environmental Cell	10 October 2013	Awareness on the method of electrocution	To save trees.



<b>NOVEMBER-2013</b>			
SQAC	23 November 2013	SQAC Inauguration with 1 <sup>st</sup> open session with SQAC Members (Selected from all the classes)	To motivate students towards the idea of SQAC. To note the inputs/feedbacks from the members about their experience of the college.
WSSC	26 November 2013	Research based programme for students	Enhance research knowledge and skills
Athenaeum: HCPA	29 November 2013	Mask-making & Tribal Art Workshop	Aims at bringing to fore the talent of the students beyond and besides the academic curriculum.
Games and Sports	November 2013	Winter coaching camp	To coach and train our college team as well as other children from society.
<b>DECEMBER-2013</b>			
Student Mentoring Cell	1 <sup>st</sup> week of December 2013	Student mentors' meeting with the core committee of the cell Venue: Department of Statistics	To supervise their work and to know whether they are facing any problems in carrying out their mentoring activity. Also, to know their feed backs about this activity.
Equal Opportunity Cell	7 December 2013	Guest Lecture on Social Reformers of India	To create consciousness among the socially backward classes
Athenaeum: HELS	14 December 2013	Quiz	To create and develop general awareness of the contemporary world. To train students in the management of events.

PTA	14 December 2013	Meeting of Office-bearers of PTA	To discuss how PTA can help the students and college.
NSS	15 <sup>th</sup> to 21 <sup>st</sup> December 2013	Special annual camp	Make volunteers familiar with village ambiance.
SCM	3 <sup>rd</sup> week of December 2013	Annual Christmas Programme	Annual Staff Fellowship programme
T & P Cell	3 <sup>rd</sup> week of December 2013	Organizing Campus Placement Drive by reputed Companies (Appropriate training will be given on the day preceding the drive )	To provide placement to all deserved student.
Games and Sports	December 2013	18 <sup>th</sup> Rev. Stephen Hislop Memorial Football inter college tournament	Regular feature of the college from last 17 years in memory of the founder of Hislop College
WSSC	December 2013	To organize Study tour for volunteer participating in the W.S.S.C. unit	Practical knowledge and experience of the society.
CEG	December 2013 Collaborative programmes	NET / SET Examination Guidance programme	Providing guidance through lecture on how to clear NET/SET exams for PG students of Arts and Science
		Programme on opportunities at NEERI and CSIR Exams	To impart discussion for P G students for entry at NEERI and preparation for CSIR exams
<b>JANUARY-2014</b>			
Student Mentoring Cell (SMC)	1 <sup>st</sup> week of January 2014	Teachers-in-charge meeting with the core committee of the cell Venue: Department of Statistics	To discuss their observations, feed-backs and to know their suggestion for improving the effectiveness of the SMC.

NSS	6 January 2014 Collaborative programmes	Visit to old age home	Make volunteers responsive about old age people.
SCM		Visit to Old age homes and Orphanage	To inculcate a sense of Social responsibility.
PTA second meeting	11 January 2014	Meeting of PTA: 2013-14	To know the feedback and suggestions of stakeholders.
NSS	12 January 2014	Guest lecture	To celebrate National Youth Day.
NSS	13 January 2014 Collaborative programmes	Health awareness programme	
WSSC		Conduct awareness programme for girls and women on health and hygiene in the slum area	Societal exposure among the students
SCM		Medical Camp	Creating awareness towards society and its needs.
SQAC	2 <sup>nd</sup> week of January 2014	SQAC “Response Session” - Shalom	To inform the students about the suggestions on which action has been taken. To make them aware about the future plans of SQAC.
Athenaeum: HELS	18 <sup>th</sup> January 2014 Collaborative programmes	Workshop on creative writing and Short story writing competition.	To stimulate the students’ interest in expressing themselves in various genres.
T & P Cell		Training Workshop on Resume Writing & Interview skills	To help students in preparing the resume & facing the interviews.
Student Mentoring Cell	Last week of January 2014	Distribution of mentoring Certificate to Student mentors.	To appreciate their performance in mentoring activity
Games and Sports	January 2014	National Conference on “Sports & Doping – a curse or boon” & Annual Felicitation	Educational programme

Athenaeum: HCPA	25 January 2014	Performance by Local/National artist/group	To provide stage for demonstration by experts for students of the college.
T & P Cell	January 2014	Organizing Campus Placement Drive of reputed Companies ( Appropriate training will be given on the day preceding the drive )	To provide placement to all deserved students.
<b>FEBRUARY-2014</b>			
T & P Cell	February 2014	Organizing Campus Placement Drive by reputed Companies (Appropriate training will be given on the day preceding the drive )	To appreciate their performance in mentoring activity
Games and Sports	February 2014	Senior college medical examination and physical efficiency tests for boys and girls.	As per RTMNU norms
CEG	February 2014 Collaborative programmes	Programme on preparation for Armed forces and Air force exams	To organize guest lecture on the CDS, IMA exams and provide guidance for students
		Programme on opportunities entering Corporate Sector	To provide guidance for entry level exam and opportunities at corporate sector.
<b>MARCH-2014</b>			
Games and Sports	March 2014	'D- license' certificate course for football coaches in collaboration with NDFA	Job oriented course not only for our footballers but other footballers also.
CEG	March 2014	Preparation for CAT and Entrance exams for joining National institutes and universities	To lecture on clearing CAT exams

Research Committee	Third Saturday of the month	Committee meeting in different departments which carry out research work	To evaluate and study departmental research work and its output. To interact with the teachers of the department to inculcate interest in research and help them to prepare and submit research projects to various agencies.
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**Dr Dipti Christian**  
Principal  
Hislop College, Nagpur

**Date: 1.7.2013**

## Annexure-VI Feed-Back Analysis

Hislop College has a regular practice of receiving students' feed-back using the following criteria:

- 1) Teacher-Students' feedback for each teacher from his /her students is taken on 10 major parameters of 'Teaching-Learning Process'. Written feedback forms based on a 4-point scale are used to calculate a score on 4-point scale for each teacher.

The outcome of the analyses is conveyed to the teachers.

- 2) Open session of students is organized to get a feedback in SQAC annual interaction meeting with students. In this programme, student's grievances, suggestions are noted by SQAC and IQAC conveners and are discussed in the IQAC meeting with the Principal for suitable action.

- 3) Student Mentoring Cell collects written feedback of students on all the aspects covering College campus like Infrastructure, Teaching quality, Library, available Amenities, Sports facilities, College Administration etc. Students rate these aspects on a 4-point scale. Students' opinions are then statistically analyzed to construct Student's Satisfaction Index on each aspect of campus life.

The details of the outcome of this analysis are given in Annexure-VII.

The outcome of the analysis of Student's feedback is used to plan strategies for bringing improving in Quality.

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## Annexure VII

### Best Practices of the Institution

#### **Best Practice I: Student's Satisfaction Index**

A regular feedback of the stakeholders enhances the performance of the Institution as well as an individual.

Hislop College has introduced a regular practice of receiving students' feed-back through SQAC and Student Mentoring Cell.

The College has introduced a unique 'Student Mentoring Programme' from the session 2011-12. This programme is *managed by the students for the students under the guidance of the Teachers*.

The second year UG class students are selected by the teachers-in-charge as 'Student Mentors' for newly admitted first year students. This builds a student-teacher network and results in increased student-teacher interaction.

The selected student mentors guide and help their juniors (mentees) about-

- Knowing Infrastructure and Legacy of the Institution.
- Sorting out Administrative problems.
- Information on Extracurricular and Co-curricular activities of the college.
- Study related issues (scholastic guidance) Career planning and Campus placements.
- Grievance Redressal Mechanism.
- Development of good personality.

#### **Benefits to the Institution:**

This cell has introduced an effective way of '*Grievance Redressal Mechanism*' for the Institution.

This cell has also helped the college in-

1. Maintaining discipline
2. Improving student-teacher interaction
3. Increasing classroom attendance
4. Promoting healthy positive environment by building bridges between senior & junior students.
5. Helping to bridge the social stratification among the students coming from various social backgrounds.

In the session 2013-14, the cell made the following innovations in the annual Students' feed-back mechanism:

- A questionnaire was drafted to collect student's feedback on important aspects of Higher Educational Institutes. The students grade infrastructure, available amenities, library, quality of teaching and teaching staff, administrative staff, performance of activities of the extension cells, sports facilities etc. on a 4-point Likert scale.

- Statistical analysis of the opinions of the students resulted in the formation of **Student's Satisfaction Index** on each of the above aspects related to College campus life and these indices are presented below.

**Table-1:** Students' Satisfaction Index on a 4-point scale for each category of *Infrastructure*

classroom	Labs	Playgrounds/ sports facilities	Auditorium	Parking facility	gymnasium	Drinking water facility	Toilets	Pooled Satisfaction Index for College Infrastructure
2.5	3.05	3.74	3.57	3.41	3.00	2.35	2.00	3.00

**Table-2:** Students' Satisfaction Index on a 4-point scale for the following categories of college campus

Library			Teaching	College administration	Discipline in college campus	Extra- curricular activities	Ambiance	Cleanliness	Guidance from peers
Reading room	Avail- ability of books	Cooper- ation of library staff	teaching staff	administrative staff	performanc e of security guards	performanc e of extension cells	Overall college ambiance	In college premises	alumni/ex- students/se niors
2.98	3.12	3.33	3.85	2.91	3.24	3.30	3.02	2.61	3.15

**Advantage of constructing Student's Satisfaction Index:** Student is the major stakeholder of any Higher Educational Institute. The Principal and Management can use such an Index to review and redesign the strategies or schemes for Improvement in Quality.

**Management's Action:** The IQAC coordinator discussed students' opinions and the Satisfaction Index with the Management representatives and the Principal. This resulted in the following decisions:

- ❖ The College took appropriate steps for cleanliness of Toilets, drinking water facility and classroom conditions.
- ❖ Installation of more water coolers with aqua guard facility was planned and implemented.
- ❖ Cleanliness Drive was undertaken in college premises.
- ❖ Student mentors guided their juniors to solve their problems related to Administrative Office.
- ❖ One staff member is appointed to maintain discipline in the Library Reading room.
- ❖ CCTV camera set up is being installed in the Library Reading room and Circulation centre of Library to monitor the smooth functioning of Library services.
- ❖ Different time slots are assigned for smooth functioning of student centric administrative work.



## **Best Practice-II            Activities for Holistic Development of Students**

Hislop College promotes holistic development of students. Besides the classroom teaching, the college has a network of extension cells with clearly defined objectives. These cells and the Departments carry out certain curricular and extracurricular activities for overall development of students.

It is noteworthy that all these activities are being carried out without disturbing the regular classroom teaching. The cells work according to the objectives defined by IQAC and the schedule of activities is as per the annual IQAC calendar. The reports of the programmes conducted are submitted to IQAC. The IQAC coordinator regularly monitors the performance of the activities.

The main programmes of some Cells / Departments that have become popular are as follows:

- **Athenaeum** : This cell performs through two wings.

### 1) Hislop Centre for performing Arts (HCPA)

- ❖ Summer Theatre Workshop in association with Stagecraft Theatre is organized to showcase students' talent through competitions and drama festivals before the larger audience segment.
- ❖ Inter-college Drama Festival 'Stage-Rage' is organized to showcase students' talent.
- ❖ 'Kaleido' -is the platform for creative activities of students from all the streams.

### 2) Hislop Literary Society:

- ❖ Word buster: It is a programme conducted to enhance vocabulary and to create interest in vocabulary development.
  - ❖ Workshop on creative writing and Short story writing are organized.
  - ❖ Quizzistan: It is an Inter-collegiate popular quiz competition which is conducted to stimulate curiosity, to help students learn with fun and promote knowledge at the same time.
- **Regular Activities related to Social Responsibilities by Rotaract club of the college, NSS, HISAR**
    - ❖ Blood Donation Camps are conducted by Rotract Club, Women Development Cell & NSS in collaboration with Maharashtra State Blood Transfusion Council in Hislop College, where in the record of blood donors is prepared for community service.
    - ❖ An 'Aadhar card' centre was installed by NSS for the students and staff members of the college. Many students and staff members benefited from this activity.

- ❖ Students took part in Traffic Rules awareness drive in association with Nagpur Traffic Police under the guidance of NSS volunteers.
- ❖ A continuous Literary Programme is initiated by the Hislop Rotaract Club to help the Students of St. Michael High School. These students go regularly, conduct classes for the students of Class 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup>, 9<sup>th</sup> & 10<sup>th</sup> and help the children in the subjects Science, English and Mathematics.
- ❖ Hislop Institute of Social Action and Research (HISAR) organized a dental camp for the slum children with collaboration of Lion's Club, Nagpur.
- **Environmental Awareness related programmes:**
  - ❖ Weeding and Tree Plantation programmes are carried out on regular basis by Environmental Cell, Rotaract club, Women Development Cell and NSS to promote 'Go Green Initiative'
  - ❖ To clean the public places which the people make dirty while enjoying their weekend, the students used to go to Futala Lake and Ambazari Lake and spend 4 hours cleaning these places. They collect the garbage and dispose it off at the end.
  - ❖ Every year, Rotary Club of Hislop College and the NSS unit take initiative to keep the water bodies clean during the Ganesh Visarjan. The volunteers of these cells report on the lake side in the morning and work till late mid night in shifts. They collect 'Nirmalys' from the people before the idols are immersed in the lake. They also convince the people to immerse the Plaster of Paris Idols in artificial lakes with the objective of saving the lake from pollution.
- **Departmental popular programmes:**

The following activities have become the annual and regular features of various Departments.

  - ❖ *An annual Flower Show* is organized by the Department of Botany to showcase thousands of plants grown and maintained by the Department. The flower show provides hands on training to the students in the process of floriculture. This annual programme has become the popular event in the city and generates revenue.
  - ❖ Two-day workshop '*Statistica-A festival of Statistics Activity*' is conducted by the Department of Statistics as a unique programme for under graduate students of Statistics. In this workshop innovative competitions like Statistics- Quiz 'STAT STORM' and group activities STAT – SMART, STAT MAZE puzzle etc are conducted.

This workshop provides an opportunity to develop an insight of various statistical tools and hones students' capability of applying statistical method to real life data.

'Statistica' workshop has become a popular activity-based workshop for the students of Statistics and has received appreciation by eminent statisticians in the field of Statistics.

It is noteworthy that, the staff of Statistics Department, has been invited to conduct '*Statistia workshop*' by many reputed educational Institutes in Mumbai, Amravati, Pune, Aurangabad etc.

- ❖ "Ganeet-Darshan": It is a self-developed innovative Teaching-Learning programme by Mathematics Department for generating interest in Mathematics. The Programme aims at developing insight into the topics included in the syllabus of Mathematics. Several workshops are conducted for students under this Programme..
- ❖ PsychoGalaxy / "Psychofest" : A two day annual program of Exhibition and Role Play by the Department of Psychology to develop presentation skills and bring about awareness of the application of Psychology.
- **Conduction of Short Term Certificate courses by the Departments:**
  - ❖ The following Departments regularly conduct certificate courses under different schemes for holistic development of students. Some of the courses aim at providing training in specialized fields and thereby to make the students employable.
- Department of Botany conducts two UGC sponsored add-on certificate courses for students namely, '*Floriculture*' and '*Mushroom Cultivation*'.
- Under Jeevan Shikshan Abhiyan of RTM Nagpur University, 3-week duration short term certificate courses are conducted annually. The details are as under:
  - 1) Department of Statistics organizes a certificate course on "*Statistical Methods*" for researchers in the fields of Social Science, Science, Commerce & Management, Engineering, Architecture, Medicine etc.
  - 2) Department of Psychology conducts training course on "*Skills in Personal Effectiveness*" for students.
  - 3) Department of Commerce conducts training course on "*Practical Accounting, Tally and Taxation*" for students in other disciplines.
- A certificate course, '*Campus to Corporate*' is introduced from 2013-14, in collaboration with Tata Consultancy Services to enhance the soft skills of the students and to train them for becoming employable. Training & Placement Cell of the college conducts this course.

The college provides a platform for exploring cultural, literary activities and sports along with academics for holistic development of students. This is reflected in Hislop College student receiving the prestigious 'Best Student Award' conferred by RTM Nagpur University, Nagpur.

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**Best Practice III** – Training and Placement designed and implemented

**‘Hislop Empowering through Learning Programme’ (HELP)**

Motto ‘*Skilling for Success*’

Aim: To train students in employability skills and enhance their job prospects for both on- as well as off- campus placements.

Method:

The programme comprises two components:

**1. Workshop on Work Skills (WOW)**

Students of all years and streams are provided training on various aspects of personality development and communication skills by guest speakers as well as in-house faculty.

2. In-house faculty trained by Tata Consultancy Services, Bangalore delivered a certificate course on corporate culture and skills called ‘**Campus to Corporate**’ (C2C). 30 final year students who are registered members of T& P Cell benefitted from this course.

Outcome:

- Students are job-ready by learning skills required for the workplace.
- Students become competitive to successfully face campus selection process conducted by companies.
- 5 students from the C2C course bagged placement offers from companies including TCS.

Name **Dr. Jyoti Shiwalkar**

*Sd*

Coordinator, IQAC

Name **Dr Dipti Christian**

*Sd*

Principal & Chairperson, IQAC

Date: 16.9.2014