

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

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

Name of the IQAC Coordinator:

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/AQAR2014-15.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 st Cycle	B++		2004	5 years
2	2 nd Cycle	A	3.15	28.03.2010	5 years
3	3 rd Cycle	Applying for the 3 rd Cycle Assessment shortly			
4	4 th 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)

2014-15

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 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 16/09//2014 (DD/MM/YYYY)
- v. AQAR 2013-14 submitted to NAAC on 24/08//2015 (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 (*Specify*)

**'Heritage'
Status by
UGC-June
2015**

UGC-COP Programmes

√

2. IQAC Composition and Activities

2.1 No. of Teachers

9

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 (PTA)

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

1

2.9 Total No. of members

19

2.10 No. of IQAC meetings held No.

2.11 No. of meetings with various stakeholders: Faculty

Non-Teaching Staff Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos International National State Institution Level

(ii) Themes

- IQAC in collaboration with SQAC conducted a students' workshop at the Institutional level titled 'You, Me & Hislop' to orient the first year students about facilities and college staff and to get suggestions, feedback from the students.
- IQAC organized Staff orientation programme for HODs and the teaching staff on 1st December 2014 to orient the staff regarding NAAC's 7 criteria and its key aspects.
- A one day workshop on 'Preparing for NAAC third Cycle' on 11th April 2015.
- One day workshop on 'PBAS-An Interface' for the staff on 20th April 2015.

2.14 Significant Activities and contributions made by IQAC

In the session 2014-15 the following significant activities were conducted for students' caliber improvement and teacher's quality assessment under the planning and supervision of IQAC.

Examination Reforms:

- The theory internal marks of the students in the Science subjects were entered on the basis of their classroom attendance, unit test performance and assignment submission.
- In Arts & Commerce streams, preliminary examination for the annual pattern courses was conducted during 12th February to 7th March 2015 before the commencement of University examinations.
- The practice of 'Academic Clearance' certificate in addition to the 'no dues' certificate at the end of the session/semester was continued in this session.

- This resulted in increased Student-Teacher interaction and improvement in class room attendance.

Teachers' Quality Assessment:

- IQAC formed a committee for carrying out the review of the PBAS submitted by the staff. The committee assigned scores to the three categories of PBAS on the basis of UGC guidelines for assessment of PBAS. These scores were then reviewed by the Principal and the College Management.
- The IQAC conducted a one-day workshop on 'PBAS-An Academic Interface' on 20th April 2015 to orient the staff about the PBAS and its enclosures.

IQAC's Initiative for Quality Improvement:

- IQAC implemented an innovative management tool-KRA for assessing teacher's performance. The objective was to know the 'Key Result Area' (KRA) of the teaching staff with respect to their teaching-learning and research related activities. The College management was also involved in this exercise to motivate the teachers.

Orientation and Preparation for the forthcoming NAAC visit:

- IQAC conducted an orientation programme for the senior college staff for orienting them about the quantitative procedure of assessment by NAAC.
- IQAC organized a one-day programme, 'Preparing for NAAC Third Cycle : What, When, How?' The staff was apprised about how to prepare for third cycle of Assessment by NAAC. The IQAC core committee members were also oriented about 7 criteria, the 32 key aspects and the weightage given to each criterion.

Internal Research Audit:

- The IQAC conducted Internal and External Research Audit. The research work of the staff from 2010-2015 was assessed by the IQAC team as well as external experts.

Academic Audit

- The IQAC conducted an internal academic audit of all the departments to review the teaching learning process, students' evaluation, feedback mechanism, curricular, extracurricular and extension activities.

Green Initiative

- To make Hislop College environmentally sound IQAC has decided to focus on the environment and initiate the process of Green Audit of its Campus. One of the objectives behind this is to ensure a clean and green environment for the future generations. The focus of this audit is basically towards the activities carried out by the staff, students, and extension cells of the Institute.

Annual IQAC calendar, Feedback mechanism:

- Under the supervision of IQAC all curricular, extra-curricular and extension activities were carried out as per the schedule of IQAC calendar. IQAC also monitored and assessed academic and administrative performance through the Student feedback mechanism conducted by Student Mentoring Cell (SMC) & Student Quality Assurance Cell (SQAC).

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 2014-15:

S. No.	Plan of Action with Objectives	Outcome
1.	Organize workshops on NAAC preparation Objective: To gear the staff for NAAC Third Cycle Reaccreditation in a systematic manner	IQAC One-Day Workshop on “Preparing for NAAC Third Cycle: What, When, How?”
2.	Conduct Internal Academic Audit Objective: To measure and evaluate institutional progress across all quality indicators determined by NAAC and IQAC.	IQAC found that doing the complete audit within the time frame was difficult. So it carried out an internal research audit for all depts. and recommended the depts. to complete the exercise at their level.
3.	Hold more number of Meetings with Management Objective: To involve the Management in all preparatory aspects of NAAC To review the status of work done in the last 5 Years.	IQAC held 3 meetings with the Management. Strategic road map for NAAC was drawn up with Management.

	<p>To plan and expedite the completion of infrastructural work</p> <p>To continue with the participatory model of college administration with all stakeholders</p>	<p>IQAC reviewed the status of implementation of recommendations made by the NAAC Peer Team</p>
4.	<p>Organize conferences, seminars/ workshops</p> <p>Objective: To facilitate continuous knowledge up-gradation and foster research activities.</p>	<p>The following significant programmes were conducted.</p> <p>National Seminar on Human Rights,</p> <p>8th Indian Symposium on Odonatology & Tropical Biodiversity</p> <p>First National Workshop of Odonatology</p> <p>National Conference on “The Role of Physical Education, Sports & Media in the Era of Post Globalization”</p> <p>Inter-Collegiate Workshop on ‘Statistica: 2015-A Festival of Statistics Activity”</p>
5.	<p>Improve student’s academic performance in university examinations</p> <p>Objective: Set new benchmarks in academic excellence.</p>	<p>12 Merit Positions were bagged by Hislop Students in various University Examinations of Summer, 2014 including 1st Merit in B.Sc. Final Year Examination, 2014</p> <p>1st Merit and 5 out of 10 merit in B.A. Final Year Examination, 2014</p> <p>2nd & 5th Merit in B. Com. Final Examination of 2014</p> <p>Three 3rd merit positions in M.Sc. Bio-tech, M. Sc. Biochemistry, in 2014 Examination</p> <p>2nd merit in M. A. Sociology 2014 Examination.</p>

6.	<p>Introduce new add-on courses and enrich the curriculum</p> <p>Objective: To scale up knowledge and skills of students and provide them with better job opportunities</p>	TCS Certified Course on Finance & Accounting for BPS
7..	<p>Strengthen Training and Placement activity</p> <p>Objective: To provide more training to students on work skills and secure gainful employment</p>	Several programmes including workshops, talks and career fair were held on campus. Nearly 100 students got selected in campus recruitment drives by companies like TCS, Wipro, IBM, etc
8.	<p>Start Entrepreneurship Development Cell</p> <p>Objective: To instill entrepreneurial skills among graduates and guide them towards self-employment</p>	Establishment of Entrepreneurship Development Cell with MOU with Maharashtra Centre for Entrepreneurship Development Cell (MCED), Nagpur.
9.	<p>Establish Inter-Institutional linkages</p> <p>Objective: To share and collaborate on academic best practices, research projects and extension programmes</p>	<p>One Faculty from Chemistry Dept. participated in the AIACHE Inter-Institutional Faculty Enrichment Programme sponsored by UBCHEA, Hong Kong.</p> <p>Another faculty was appointed Chairman for Initiative for Research and Innovation in Science, a Dept. of Science and Technology, Confederation of Indian Industries and INTEL Education Program.</p>
10.	<p>Foster Student research especially in PG Depts.</p> <p>Objective: Prepare a foundation for research in PG students to enable them to take up projects with research laboratories and institutions of higher learning.</p>	1 National Workshop on Odonatology organized for PG students and research scholars 3students of Botany Dept. awarded Ph. Ds.

		Project proposal presented by a team of Hislop Students was selected among the top 12 proposals at Inter-University Competition organized by TERI, New Delhi.
11.	<p>Reinforce student support with Vocational Guidance and Counseling Centre</p> <p>Objective: To ensure that maximum number of students benefit from counseling services on academic, personal, career, psycho-social matters.</p>	<p>The Vocational Guidance and Counseling Centre, Dept. of Psychology, offered free counseling to all College students.</p> <p>The Centre also provided IQ Aptitude testing, and career guidance to students of a number of schools in the city.</p>
12.	<p>Extend and renovate infrastructure, classrooms, laboratories</p>	<p>A new wing of the Jubilee Building Construction Plan was added.</p> <p>Water coolers were repaired and new ones installed.</p> <p>Landscaping and greening of campus was carried out by Dept. of Botany.</p> <p>Construction of an additional floor of Gardiner's Block was started.</p>
13.	<p>Internal & External Research Audit</p> <p>Objective: To know and to assess the research work of the staff carried out during 2010-11 to 2014-15 and to compile the record.</p>	<p>IQAC prepared a format for research audit and the IQAC team visited each Department to inspect & verify documents. The assessed work was then validated by an external expert research committee. The research record is then compiled to prepare the Research profile of the Institute.</p>

* Attach the Academic Calendar of the year as Annexure.

(*Annexure –I, V, VI, VII and VIII attached for reference)

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body IQAC, SQAC & LMC

Provide the details of the action taken

The suggestions & recommendations of the Management, the Core Committee of IQAC and LMC were followed for preparation of the Final draft of the AQAR

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
Ph.D.	9	-	9	
PG	11	-	10	
UG	6	-	3	2
PG Diploma	1		1	
Advanced Diploma				
Diploma				
Certificate	4	1	5	1
Others				
Total	31	1	28	3
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 II-feedback analysis)

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

- Final Year UG course in Science stream is undergoing a semester pattern in 2015-16. So the university syllabi are revised for these courses during 2014-15.
- Revision of B. A. First year Course in the session 2014-15.

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
62	34	28	-	

2.2 No. of permanent faculty with Ph.D.

43

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
4	8	-	-	-	-	-	-	4	8

2.4 No. of Guest and Visiting faculty and Temporary faculty

23

37

35

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	30	129	19
Presented papers	14	43	-
Resource Persons	07	29	9

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. **‘Learn from Peer’**: Slow learners were guided by their peers.
4. **Academic clearance** practice is continued as it helped in monitoring the classroom attendance of the students.
5. **Question banks** are prepared on each unit of the syllabus of the each subject and are distributed among the students.
6. After the completion of the course the questions from the question bank were discussed in the class by teachers for their ideal answers.
7. **Regular Unit-wise Home assignments** are given to students and are regularly assessed by the teachers.
8. **Model making exercises were undertaken** by the students on the basis of the concepts taught in the classroom..
9. **Unit tests and Terminal examinations** are conducted as per the academic calendar.
10. **Student presentations** on various topics of electives based on UG and PG syllabus.
11. **Peer group Interactions** are often conducted in class rooms for students’ motivation to excel in university / competitive examinations.
12. **Experts / Guest Speakers** were invited to deliver talks on topics related to courses of study.

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.
3. Occasionally open book tests are also conducted.

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

3	3	3
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2.10 Average percentage of attendance of students

75 %

2.11 Course/Programme wise distribution of pass percentage:

S. No.	Title of programme	Total no. of students appeared	Division				
			Distinction %	I %	II %	III %	Pass %
1	B. Sc	98	03	25	33	03	65.3 %
2	B. A. (E)	97	01	16	38	03	59.79%
3	B. A. (H)	56	00	00	14	01	26.78%
4	B. A. (M)	47	00	01	19	01	44.68%
5	B.Com (NG.)	136	00	05	63	15	61.03%
5	B.Com (Grant in Aid)	235	00	40	125	18	77.87%
6	BCCA	38	01	16	07	05	76 %
7	BBA	67	01	18	20	13	77.6%
8	M. Com.	38	04	10	00	00	37%
9	PGDCCA	06	03	02	00	00	84%
10	MCM	14	14	00	00	00	100%
11	M. A. Psychology (Clinical)	11	05	06	-	-	100%
12	M. A. Psychology (Industrial)	02	01	01	-	-	100%
13	M. A. English	30	--	10	07	-	57%
14	M. A. Hindi	08	--	07	00	-	87%
15	M. A. Sociology	42	01	33	02	-	86%
16	M. Sc. Botany	06	--	04	-	-	67%
17	M. Sc. Zoology	11	02	08	-	-	91%
18	M. Sc. Biochemistry	06	--	06	-	-	100%
19	M. Sc. Biotechnology	20	--	11	07	-	90%
20	M. Sc. Chemistry	17	--	06	-	-	35%

Noteworthy Results of Summer- 2014 Examination of RTM Nagpur University:

- Ms. Priyanka Walko Stood first in the merit list of B. Sc. 2014 examination of RTMNU
- Ms. Ankita Choudhary secured first position in the merit list of B. A. 2014 examination of RTMNU.

It is remarkable that, in this merit list, Hislop College has 5 merit holders among the top 10 students, namely; Apeksha Shrivastava 3rd , Purva Rathi 5th , Neha Malini 8th , and Shalaka Vaidhya 10th .

- Rinku Shende Stood Second and Radhika Kedia stood 8th in the merit list of B. Com. 2014 examination of RTMNU.
- Anuj Tiwari stood 3rd in the merit list of M. Sc. Biochemistry Summer 2014 examination with a CGPA of 8.40.
- Jaya Singh and Ankit Raghuwanshi stood 3rd in the merit list of M. Sc. Biotechnology Summer 2014 examination with a CGPA of 8.24.
- Ms. Sanyogita J. Vaid stood 2nd in the merit list of M. A. Sociology summer 2014 Examination with a CGPA of 9.31.

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

- **Ensuring availability of modern ICT techniques** and encouraging the staff to use the facility on a regular basis.
- **Implementation of the academic calendar** for effective conduction of curricular & co-curricular programmes without affecting the teaching schedule.
- **Monitoring academic activities throughout the semesters** for Science streams and Annual pattern courses for others by regular interactions with Principal and heads of the Departments for sustenance of quality in teaching.
- The **Teacher's Quality** was assessed by the College Management by conducting personal interactions with all senior college staff.
- The concept of '**Key Result Area**' was introduced by the Management to promote setting of goals, carrying out research activity and use of innovative teaching leaning methods.
- **Research audit** was conducted by IQAC to monitor the research profile of the staff.

- **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.
- **Regular implementation of feed-back mechanism and its analysis** for reviewing and redesigning strategies.
- Concept of **‘Learn from Peers’** is implemented. Fast learners were motivated and used to teach the slow learners to understand some topics taught in the class.
- Strategy like **‘NKY’- Niyameet Kaksha Yojana** was designed to promote the classroom attendance.
- College provides support to the teachers to pursue their academic and research endeavours like provision of FIP, visiting the university library for the teachers perusing their research work without disturbing teaching schedule.
- Motivation is provided to staff to undergo various Faculty Development programmes and participate in Conferences, Seminars, Workshops etc to update and enrich knowledge in their own domain.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	2
UGC – Faculty Improvement Programme	1
HRD programmes	16
Orientation programmes	1
Faculty exchange programme	1
Staff training conducted by the university	2
Staff training conducted by other institutions	6
Summer / Winter schools, Workshops, etc.	2
Others	34

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	11	1	-
Technical Staff	42	7		-

Criterion – III

3. Research, Consultancy and Extension:

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

- To facilitate continuous knowledge up-gradation and foster research activities IQAC promoted organization of conferences, seminars/ workshops. A total of 5 conferences / workshops were conducted for this purpose.
- IQAC conducted an Internal Research Audit for preparing the Research profile of the Departments and their staff. Department wise and Research Centre wise research record from 2010-11 to 2014-15 was verified by the IQAC Internal audit team. The data were compiled year wise to shape the research profile of the Institution
- 5 proposals were sent by IQAC to UGC and various government agencies for overall development of Research, infrastructure and equipments.
- Two International awards were awarded to a faculty from Zoology Department and three faculties respectively from Botany, Chemistry and Philosophy Departments received National fellowship / award for research work.
- The College Management and the Principal always motivate the staff for sending research proposals to various funding agencies. There are 3 Major and 13 Minor ongoing Research projects and 6 Minor research projects are recently completed. 2 Major and 20 Minor research proposals have been submitted by the staff of the college for research funding.
- In this session the faculty published 50 papers in the International Journals and 57 papers in the National Journals. Out of these 23 publications have been published with an Impact factor ranging from 0.233 to 3.35.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	02	01	03
Outlay in Rs. Lacs	-	43,70,000	3,50,000	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned (amount sanctioned during 2014-15)	Submitted
Number	06	11	02	20
Outlay in Rs. Lacs	5,55,000	10,05,000	2,2500	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	41	30	
Non-Peer Review Journals			
e-Journals			
Conference proceedings	9	27	

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 (2014-15)
Major projects	03	3 years	DST, IIPA	4,720,000	15,97,000/-
Minor Projects	12	2 years	UGC	10,05,000	2,10,000/-
Interdisciplinary Projects	1	2015-2017	UGC	1,45,000	112500/-
Industry sponsored					
Projects sponsored by the University/ College					
Students research projects <i>(other than compulsory by the University)</i>					
Any other(Specify)					
Total					

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 and Educational field for their Doctoral research. These clients donated two desk top computers to the Department for providing research consultancy. (Total amount worth Rs. 40,000/-).
- Department of Botany annually trains the students in floriculture and involve them in maintenance of plants. The Departments generated an amount of Rs. 2, 62,015/-through Sale of Plants, on Campus Flower Show and Rs. 28500/- as an Enrolment fee of Students for Career Oriented Programme-Floriculture, Mushroom Cultivation and Project Guidance.
- The Counselling Centre run by Psychology Department works on all weekdays from 10 am to 12:30 pm. Students from both Hislop College and other Colleges approach this centre regarding their emotional problems, difficulty in decision making and also to share family disputes.

Counseling is free to all Hislop College students; however students are charged depending on the kind of test used. Outsiders are charged for services provided by the Counseling Cell. The services like IQ testing, Aptitude testing, Vocational Guidance etc are offered.
- In this session, 37 cases of counseling were handled. Individual Aptitude Testing was conducted on eight students. Group Testing for Aptitude measurement was conducted on 58 students from St. Ursula Girls High School. They were also counselled on how they could sharpen their skills, develop their strengths and pursue the right career in the respective fields. The amount generated by offering Career Guidance, Counselling and Aptitude testing and Career Guidance & Counselling is Rs. 17,700/-.

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	3		1	-
Sponsoring agencies		UGC		College Management	

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 lacs:

From Funding agency From Management of College
 Total

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
5	2	3				

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

25

98

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

03

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	11	College forum	20		
NCC	-	NSS	13	Any other	25

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

Significant extension activities of NSS:

- To extend the helping hand to flood affected people of Jammu and Kashmir, Collection Centre was established
- NSS unit has organized Tree Plantation Programme
- On the eve of Mahatma Gandhi Birth anniversary the NSS Volunteers took part in the college campus cleaning drive.
- NSS volunteers took part in Traffic Rules Sensitization
- NSS organized a programme on Paper Craft for skill development.
- Blood Donation Camp was organized and around 61 NSS volunteers and other students of the college donated blood for Noble Cause.

Hislop Institute of Social Action and Research (HISAR)

- HISAR along with the Department of Sociology has organized Independence Day programme on 15th August, 2014 at Pandrabodi Slum, Nagpur.

The Hislop Centre for Performing Arts and the Hislop Literary Society:

- Drama Workshop
- The Hislop Centre for Performing Arts (HCPA) of the Athenaeum conducted a month-long Drama Workshop during the winter break in October 2014.
- **Dance Workshop**
The HCPA organized a one-day Dance Workshop on 2 December 2014. Ms. Sonal Trivedi, a renowned choreographer, dance instructor and a prominent face in the Stage Craft Plays conducted the session.
- **Athena Fest 2k15**
A three-day "ATHENA FEST 2K15", celebrating reason, wisdom arts and literature was organized. Three extremely interesting and engaging intercollegiate events - Debate, Quizzistan and Word Busters were also organized between 21-23 January 2015.

Annual Flower Show:

- The Department of Botany, Hislop College presented their XI Annual Flower Show on 6th and 7th December 2014. This is the only college in Central India that has been successful in exhibiting a wide range of healthy flowering plants under one roof for ten consecutive years.
- A special section where plants having medicinal importance were showcased. Another highlight of the show is a sit and draw competition 'Papilion' by school students at the venue. This platform helped in sensitizing young minds towards environment and instills amongst them the love for nature.

Women Study and Service Centre (WSSC):

- The WSSC visited 'Sanjivani Old Age Home', wherein an interactive session was conducted between senior citizens and the students. They distributed food among the inmates.

Rotaract Club of Hislop College:

- Mega Blood Donation Camp was conducted on 12th August, 2014 with the help of Jeevan Jyoti Blood Bank, Nagpur. 53 Students donated blood in this camp.
- Tree plantation Drive (12th August, 2014)
- Trees were planted in and around Hislop College to make the environment green.
- 'Student For Student at St. Michael' a continuous Literary Programme was started for the session 2014-15, at St. Michael School. It was launched on 14th August, 2014.
The Rotaractors go to School every day and teach students Maths, Science & English.
- The Rotaractors Celebrated Independence Day with the students of St. Michael. As a gesture to bring smiles on the innocent faces the Rotaract club of Hislop College distributed Refreshment Packets to all 700 students present for the programme.
- 103 Rotaractors on 2nd September and 231 Rotaractors on 8th September worked as volunteers for project Nirmalya from 8:30 am to 12:30 am on both the days to save the lake from getting polluted. They also managed the huge crowd and traffic around the lake.
- One LCD projector was donated to St. Michael School on 14th September, 2014 by Rotaractors.
- Rotaractors are regular visitors to Kurve Bind School. They donated an Amplifier & Food Grains to Kurve Blind School on 23rd September, 2014.
- As an initiative to emphasize on keeping the public places clean, the Rotaractors made posters and cleaned the premises of Ambazari garden and around Futala Lake in Nagpur on 18th October, 2014.

- To promote sports among the especially abled children of Nagpur District, the Rotaract Club of Hislop College with the support of Rotary Club of Nagpur organized an Inter-District Blind School Cricket Match on 14th December 2014.
- The Rotaractors of Hislop College participated in a Leadership Camp organized by the Rotary club of Nagpur at Starkey Point Resort. 26 rotaractors from Hislop College participated in this leadership camp.
- On 23rd February 2015, the Rotaractors of Hislop College organized “Best Of Luck” event in which they donated exam stationary i.e. Cardboard, pen, pencil, sharpener, scale and eraser to the 10th class students of St. Michael.

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, 8462.28 sqmt 1314.5 sqmt	Third floor is constructed in the Gardiner Block	UGC and Hislop Education Society(HES)	8462.28 sqmt And third floor of GB Block
Class rooms (Number of classrooms)	37	-	UGC+HES	37
Laboratories (Number of laboratories)	16	-	UGC	16
Seminar Halls (Number)	5	1	HES	6
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 Lacs)	Rs.1,98,18,433/-	Rs.2,95,989/-	UGC + HES	Rs. 2,01,14,422/-
Others		Rs. 20,99,319/-	UGC + HES	Rs. 20,99,319/-

4.2 Computerization of administration and library

- Upgradation of CCTV facility on campus
- Upgradation of software (admission procedure, administrative office for maintenance of service book records)
- CCTV unit installation in the circulation counter, reading and reference room of the Central Library.
- CCTV set-up in the Accounts Office

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	54359	6789938	1091	378324	55450	7168262
Reference Books	4132	238917	56	23743	4188	262660
UGC Books	13068	1660017	242	163303	13310	1823320
e-Books	95000	--	2000	--	97000	5000
Journals	20	45379	4	8700	24	57352
Magazines	15	1265	2	220	17	17820(Annually)
e-Journals	3000	--	3000	--	6000	--
Digital Database	--	--	--	--	--	--
CD & Video	314	-	9	--	323	-
Others (specify)	--	--	--	--	--	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	246	6 labs	WIFI	1 browsing centre Total no of computers 10	1	Total no of computers 18	Total no of computers 56	Library Total no of computers 7
Added	9	-		-	-	-	9	-
Total	255	154		10	1	18	65	7

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

The training was provided to the non-teaching staff with reference to the following:

- Identity cards and Roll list generation through MIS
- Networking of MIS Link for generation of admission data among various departments of the College
- Service book linking to MIS

4.6 Amount spent on maintenance in lacs (UGC & College Management)* :

i) ICT	Rs. 6,47,164/-
ii) Campus Infrastructure and facilities	Rs. 11,61,845/-
iii) Equipments	Rs. 1,50,783/-
iv) Others	Rs.51,355/-
Total :	Rs. 20,11,147/-

*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, Alumni 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.

- The college alumni cell is proactive in keeping track of former students through its membership drive.
- Training & Placement cell & the departments keep a track of student's placement after their graduation and post graduation.
- News letter and the College prospectus highlight the students who make it to top National, State level Institutions.
- Annual magazine 'The Hislopian' publishes the reports of the Departments and the Extension Cells of the college, highlighting the awards and achievements of the students in academics and extracurricular achievements.
- 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
3259	670	98	-

(b) No. of students outside the state 305

(c) No. of international students -

	No	%		No	%
Men	2096	53.35	Women	1833	46.65

Last Year: 2013-14						This Year: 2014-15					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2466	375	96	448	1	3386	2655	525	112	636	1	3929

Demand ratio 82 % **Dropout % 7.58 %**

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

- Commerce Department provided Guidance to the Commerce students for qualifying CPT (C. A. Entrance) Examination.
- Competitive Examination Guidance Cell of the college oriented students about UPSC & MPSC preparation, Banking sector examinations and deliberated on examination preparation strategies.
- HRD cell and the Alumni association conducted a Skill workshop on ‘Cloud Computing’ and ‘Job Opportunities’.
- PG Departments provided guidance and motivated their students on cracking NET/ SET examinations.
- English Department provided guidance on career options as well as trains students on how to prepare for CAT, XAT, SAT, TOEFL, GRE, etc.

No. of students beneficiaries 150

5.5 No. of students qualified in these examinations

NET	2	SET/SLET	-	GATE	2	CAT	1
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	18

5.6 Details of student counseling and career guidance:

❖ Student Counseling:

- ❖ **Student Mentoring Cell:** 'Student Mentoring Cell' of the college appoints ideal senior students from second year courses as 'Student mentors' to guide their juniors in all aspects related to the campus life and thereby help them to become a part of the Institution. This is a cell managed by the students for the students.

Introduction of Student mentoring activity helped the college in maintaining discipline, improving student-teacher interaction, increasing classroom attendance and promoting healthy positive environment by building bridges between senior & junior students.

The student mentors also help to bridge the social stratification among the students coming from various social backgrounds. This activity is serving as an effective way of 'Grievance Redressal Mechanism' for the Institution.

- ❖ **SQAC:** This cell conducts the first programme for the new entrants. Its annual programme 'You Me and Hislop' is an introductory programme, in which students are oriented about their college, staff, students' incentives, information regarding scholarships and free ships with the concerned websites for availing these facilities. The cell also provides information to students on the working objectives of the various extension cells of the college. Information about sports and sports' incentives is provided by this cell. The student members of the cell are from the first, second and third year courses of all the streams representing a cross section of the student community.

The feedback and grievances of students obtained through these two cells are analyzed to plan and review strategies to set new benchmarks in quality Education.

❖ **Career Guidance:**

- **Training & Placement Cell:** The Training & Placement Cell conducted a session on “Employability Skills” which was conducted by a renowned Corporate Trainer. The cell also conducted another programme on “Leadership Skills”, “GD & PI”.
- The TCS Certified Courses ‘**Campus to Corporate**’ and ‘**Finance & Accounting for BPS**’ were conducted by the cell to bridge the gap between Institution & Industry thus making students employable.

In this session, CONCENTRIX, Wipro Technology, INFOSYS, TATA CONSULTANCY SERVICES, Tata Consultancy Services Limited and Wellspring Godrej & Boyce visited the college for campus recruitment of Hislop Students.

- ❖ **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. Students and Parents visit this cell while finalizing admission process for their wards.

No. of students benefited

1700

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
4	200	114	6

5.8 Details of gender sensitization programmes:

- The College has an 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)	Christian (558) Sports(42) Staff (9) = 609	Rs. 6,13,346/-
Financial support from government	977	Rs. 26,81,737/-
Financial support from other sources (Alumni Association)	88	Rs. 4,40,000/-
Number of students who received International/ National recognitions (INSPIRE scholarship recipients)	1	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:

(Through SQAC and Student Mentoring Cell)

Major grievances:

1. Toilet facilities are unsatisfactory and need regular cleaning.
2. Water facilities are good but in summers there should be cold water facilities.
3. Proper seating arrangement is to be provided in canteen and Classrooms should be cleaned more frequently.
4. Dress code should be made compulsory.

Action taken by the College Management:

- Separate staff has been appointed to clean the toilets and the class rooms. Decision to conduct an opinion poll on implementation of dress code is taken in SQAC meeting.
- Separate set of toilets constructed for boys.
- Two toilets on the 3rd floor of Gardiner Block were constructed for boys and girls.
- Two extra sweepers have been appointed for maintaining cleanliness.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

Hislop College aims to be recognized as a leading institution of higher education, nationally and internationally, by integrating teaching and learning with research and scholarship, and with leadership in community service and nation building.

MISSION

- Prepare professionals recognized for quality and excellence in research, scholarship, service, outreach, and leadership.
- Enrich students with knowledge, skills & values to make them competent and competitive for the world of business and industry.
- Design curriculum based on the needs of students and society, and enhance academic flexibility through horizontal and vertical expansion of academic programmes.
- Provide conducive teaching-learning ambience with continuous enrichment of infrastructure and learning resources.
- Instill research spirit by involving researchers in project work and give community orientation through extension activities.
- Adopt e-governance in administration and educational technology in academic transactions.
- Sustain quality through internal monitoring system and enhance institutional quality by adopting inclusive practices and internalizing the innovations and best practices.

6.2 Does the Institution has a management Information System: Yes

1. Administrative procedures: Accounting is done through MIS
MIS service is upgraded to include the service book records of the staff.
2. Student admission: Admission procedure to all the programmes has been simplified through MIS. The time span for finalizing admission process is reduced by issuing printed I-cards through MIS to 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** for students are prepared by teachers on each unit of the subject.
5. **Regular Unit-wise Home assignments** are given to students.
6. **Unit tests and Terminal examinations** are conducted as per the academic calendar.
7. **Remedial courses** are conducted by Departments for weak students.
8. 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.
9. **Extra classes are conducted** by teachers to complete the course prescribed in the syllabus as and when needed.
10. 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. Evaluated answer books are distributed in the class for discussing the ideal answer.
- Regular conduct of practical tests.
- Regular conduct of Terminal Examination as per university pattern.

6.3.4 Research and Development

- The staff is actively involved in sending **research project proposals** to various funding agencies. During 2014-15, the number of research proposals sent to funding agency by the staff is 23 (3 Major and 20 Minor research proposals).
- There are 9 **Research Centres** in the College that are **recognized as Ph. D. research centres by RTM Nagpur University, Nagpur.**
- **25 faculty members** are working as **recognized supervisors** for Doctoral Research by the University.
- **98 students are registered for their Doctoral Research** work in the research centres of the college.
- **4 students were awarded Ph. D.** degree under the guidance of the supervisors in this session.
- 3 members of the teaching staff have been awarded Ph. D. degree during the current year and now there are **43 faculty members (69.4 %) with Ph. D. degree** out of 62 permanent staff members. 4 faculties have submitted their Ph. D. thesis to university.
- The college publishes a peer-reviewed Institutional Research Journal **“HISLOPIA”** with ISSN.
- **Research audit of the Departments:**(number of MRPs, status, new proposals) The IQAC conducted an Internal and External research audit of the research work of the staff based on publications, paper presentation in conferences and Minor and Major research projects carried out by the staff. The updated information regarding all aspects related to research work was verified by the IQAC team and then the information was compiled from 2010-11 to 2014-15 to prepare the research profile of the Institution.

6.3.5 Library, ICT and physical infrastructure / instrumentation

➤ **Library:**

- The college has a well equipped central library with spacious sitting arrangements. **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 website. Hislop College continued to be among the Top 10 N-LIST College users List in the month of June – 2014.
- Hislop College was awarded the **‘Heritage Status’** Grant under the UGC XII plan scheme. Out of the total grant sanctioned by UGC under this scheme, an amount of Rs. 20 lacs has been sanctioned for archiving of old book, Restoration and conservation of rare books , manuscripts and materials. An amount of Rs. 22.22 lacs has been sanctioned for digitalization and equipments for archive.
- **“Best Reader Award”** for optimum use of library facilities and Services was given to three students.
- Learning Resource Centre Conducted Annual **‘Book Review’** Competition to encourage the Students to analyze, describe and convey their opinions on any book in the Library and Five best entries were selected for felicitation.
- Learning Resource Centre Conducted a Collaborative Programme with Physics & Electronics Department on **“Information Literacy Instruction”** to develop the skills of students to enable them to maximize the use of Library resources.
- Under the heading **“Great Readers”** a list was put up on the library Notice board to motivate the regular and enthusiastic library users.
- Learning Resource Centre Conducted **“Books Donation Drive”** to appeal all Junior and Senior College students as well as their concerned teachers to donate textbooks to the College Central Library. Library received total 207 donated books.

- ❖ UGC Book Bank Facility and UGC Scheme for Reserved Category Students : Learning Resource Centre provides UGC Book Bank Facility for poor and deserving students of the college. The Library allows students to borrow 3 textbooks for one full Session.
- ❖ In Book Deposit Scheme books are issued to students for University Examination during Summer Vacation on full deposit basis and the amount is refunded after the clearance from the Library.

ICT

- An audio visual room and smart class rooms are regularly used by the staff to deliver special lectures.
- The College Campus has WIFI connectivity and the computers in some 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 under HRD cell.
- 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. These facilities are availed by both the staff and the students.
- The college management regularly spends money for upgradation of infrastructure.
- Instruments are added to the departments as per their requirements through UGC Grants through the annual budgets of the Departments.
- The staff purchases equipments for their departments from their Research project grants / Consultancy services.

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

‘Beyond Chalk and Talk: Understanding Neuro Linguistic Programming’ was conducted by Dr. Yogesh Deshpande, Head Department of Humanities, VNIT, Nagpur the connection between the neurological processes language and behavioral patterns learned through experience and how these affect human behavior and thus can be used a teaching tool by the teachers. The interactive session included a number of Psychometric tests based on several situations.

6.3.7 Faculty and Staff recruitment

- The College appoints its faculty and staff purely on merit basis. This is based on a written examination, demonstration followed by an interview.
- Qualified Adhoc / CHB/ Guest faculty is appointed against the vacant post as per the departmental requirement.
- Based on the assessment of student feedback. temporary staff are recalled for interviews.
- 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.

6.3.8 Industry Interaction / Collaboration

- **MOU** is signed between **IT-NETWORKZ INFOSYSTEMS**, Nagpur & Hislop College, Nagpur (Department of Computer Science) on 1st July 2015 to endorse and cooperate in improving quality in IT education, in beneficial areas towards students Technical Development.
Students will be provided platform of International Certifications towards IT and Communication. Academic / Industrial activity will be organized / held for the benefit of the students with mutual consent. Students can avail summer or winter Internship for 6 Weeks/ 6 Months/ 1 Year at ITZ Company premises.
- **Two faculty members were trained by TCS for conducting a Course on Finance & Accounting for BPS**. This Course was then introduced in this session with an objective to scale up knowledge and skills of students and provide them with better job opportunities. A batch of 35 students has been successfully trained.
- **'Campus to Corporate'**, designed by TCS, was continued in succession for the final year students.
- **MOU** is signed between **ASAHI KASEI CHEMFIELD PVT. LTD** and Hislop College (Department of Zoology) on 19th June 2015 for offering Training programmes in the field of environmental friendly Petrochemical products. This MOU will be valid for the period of five years from the date of signing the agreement.

- **MOU** is signed between **NEEM FOUNDATION, Nagpur** AND Hislop College (Department of Zoology) on 18th June 2015 to examine and explore the role to save environment from pollution, providing training to students in the field of Agro-based products. This MOU will be valid for the period of five years from the date of signing the agreement.
- **MOU** is signed between **Centre for Sericulture and Biological Pest Management Research (CSBR)** and Hislop College (Department of Zoology) on 2nd June 2015 to work together for the quality research and training programs to be given to the students of both the institutions for an innovative research. This MOU will be valid for the period of five years from the date of signing the agreement.
- **MOU** is signed between **SMS ENVO CARE LIMITED, NAGPUR** And Hislop College (Department of Zoology) on 30.4.2015 to work together to have collaboration for quality research, visits of Scientists, teachers and technical experts in the field of EIA to examine and explore the role and maintenance of ecosystem, training and placement opportunity for the students. The MOU is valid for a period of five years.
- Entrepreneurship Development Cell of the College has signed an MOU with Maharashtra Centre for Entrepreneurship Development, Nagpur on 11th October 2014 for a period of 3 years from the session 2014-2017.
- **MOU** is signed between **Institute of Francais De, Pondechery** and Hislop College (Department of Zoology) on 25.7.2014 and is extended till 31st January 2016.
- **MOU** is signed between **Centre for Bee Development** and Hislop College (Department of Zoology) on 16th March 2014 to extend the mutual cooperation, sharing and exchange of findings in the field of Applied Zoology with reference to the wild-life conservation through Bee keeping and Management. The MOU is valid for a period of five years.
- One Faculty from Chemistry Department participated in the AIACHE Inter-Institutional Faculty Enrichment Programme sponsored by UBCHEA, Hong Kong. During this Faculty exchange programme, Dr. Jo Jo Joseph , Vice Principal Marium College, Kerala visited Hislop College to share his expertise on the topic ‘ Capital Markets and Investment Portfolio’ . He visited the Departments and interacted with the teaching staff of the College.
- Another faculty from Department of chemistry was appointed Chairman for Initiative for Research and Innovation in Science, a Dept. of Science and Technology, Confederation of Indian Industries and INTEL Education Program.

6.3.9 Admission of Students

The admission process is affected in the following way for the undergraduate courses based on the guidelines of RTM, Nagpur University:

- Formation of admission committee.
- Formation subcommittees comprising of teaching members from Science, Arts and Commerce Stream.
- Continuous interaction between the various subcommittees for admitting the incoming students.
- The admission process is closely monitored by a single window wherein the student is put through the process starting from enrolment, remittance of institutional fees till the issue of identity card by close supervision of the committee.

For Post graduate courses which are Non-grant the process consists of personal interaction of the students. This is carried out by the head of the department or by the Course coordinator/Director/In charge.

For Ph. D. entrance the score in PET (Ph. D. Entrance Test) conducted by RTM, Nagpur University. The selection is based on the availability of vacant seats and suitable guides for the subject.

6.4 Welfare schemes for

amount collected

Teaching And Non teaching staff	CREDIT COOPRATIVE SOCIETY: Total share capital : 1,09, 48,600/-
Students	(Medical/Physical check up, Student Insurance & Welfare fund, Student Relief Fund , Student Union fee, Ashwamedh fee) Total Rs. 3,64,830/-

6.5 Total corpus fund generated

The corpus fund at present stands at Rs. 80,000,00/-. 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 Management with the help of IQAC took initiative to arrange an interactive session ‘Think and Ink’ with the Alumni of Hislop College on 19th January 2015 under HISLOP ALUMNI CONCLAVE: VISION 2020. The Conclave provided a platform for the Hislop Management and Faculty to interact with the newly constituted body of Hislop Alumni Association. It helped to identify new areas of collaboration and to further strengthen the existing links with the distinguished alumni.

Sponsorship by HISCAAN for Hislop Students

The Hislop College Alumni Association (HISCAAN) extended its help in continuing the student sponsorship programme. In this session, the HISCAAN sponsored a total of 88 needy students from Science, Arts and Commerce stream respectively after a rigorous selection process. The amount dispersed was **Rs.4, 40,000/- (Rs. Four Lac Forty Thousand only)**. The sponsorship amount was donated by Mr. Rohan Jagdale, Chairman, JIA News, Alumni association members and the staff members of Hislop College.

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 made by the parents:

- To maintain cleanliness in toilets and to take care of the hygiene Parents suggested that a contribution of Rs. 100/- can be accepted from students at the time of admission. This will take care of the salary of at least two employees who can be appointed for the purpose.
- PTA further suggested that toilets can have sensors for water conservation and exhaust fans etc.
- Parents suggested cleanliness drive should be encouraged; posters competitions to be held for this purpose and the PTA volunteered to sponsor prizes and incentives for students
- Parents appreciated the SMS as a very good way of informing parents about the college examinations and attendance.
- They appreciated the College Magazine “The Hislopian” and one parent who is a Commercial artist offered his help in designing college magazine cover.
- PTA Cell carried out written feedback of the parents in its Annual General Meeting with regards to college infrastructure, students’ facilities and teaching- learning.

6.13 Development programmes for support staff

- Short Term Training programmes were organized for the improvement in Teaching skills and the soft skills of the faculty.
- Entrepreneurship Development Cell of the college conducted a ten-days Faculty Improvement programme for senior college staff of the college in collaboration with Maharashtra Centre for Entrepreneurship Development.

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

Environmental consciousness and to pledge for a sound and green College a number of initiatives have been undertaken at the Institution level. These are small steps towards sustaining a Green Hislop.

- Electronic communications from the Principal office, administrative office and also between the departments have been effectively implemented in the College for the last two years thus bringing down the usage of paper a step towards environment conservation.
- Displays for college and departmental functions and inaugurations are made electronically hence flex material for such purposes have been effectively eliminated.
- More than 350 plants around the College Campus have been named by the department of Botany with the purpose of familiarizing the staff and the students about green campus and green cover.
- Guests visiting the College for departmental programmes or college functions are welcomed with saplings grown in house. This not only propagates the concept of planting and maintenance of plants but also has substantially reduced the use of cellophane and other artificial material.
- A conscious decision on part of the students, teaching, non teaching and administrative staff have made it mandatory for everybody to use biodegradable paper cups in the college premises thus taking the college a step closer towards being 'Plastic Free'.
- A water sprinkler system has been installed for the 7200 sq ft quadrangle. This has optimised water usage and helped in the management of this resource. This practice has not only brought down water consumption but has also cut down on water wastage.
- The Rotaract Club of Hislop College has been awarded thrice with "The Best Rotaract Club" Award for its Philanthropic and Environmental projects undertaken by the young Rotaractors comprising of Hislop College Students. Coming from different social, religious, economic and cultural backgrounds these young Rotaractors come together to bring about environmental awareness through various events such as Nirmalya, Tree Plantation etc. "The Best Rotaractor" and "Best President" awards on a regular basis for their selfless and tireless services towards various extension services.

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.

Organization of Faculty Exchange Programme: Under this programme a faculty from Marium College, Kerala visited Hislop College to share the research and infrastructural profile of Marium College.

Impact: This interaction with Marium college faculty member motivated the staff to set the benchmarks and to work hard.

Improvement in ICT facility in Teaching Learning: Construction of audio visual room and smart rooms for conduct of special lectures.

Impact: More staff is motivated for using ICT facility in teaching -learning.

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.

Increase in Short term Training Courses for students: The College regularly imparts five skill based training to its students. In the Session 2014-15, one more TCS certified Training course was introduced for students to improve the student recruitment rate.

Impact: The students besides class room training are groomed for employability and there is a remarkable increase in campus recruitment by reputed companies.

Proactive involvement of students in College magazine: The college magazine ‘The Hislopian’ is student centric and theme-based. The editorial board involves students in every aspect of the magazine.

Impact: ‘The Hislopian’:2013-14 edition has been adjudged under the **consolation prize category by the RTM Nagpur University** in the session 2014-15.

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

- ❖ **Development of Collaborations with Industry:** Hislop College has signed 8 MOUs in the session 2014-15 to establish **Industrial and Research linkage**.
- ❖ The College conducted **2 career oriented Add-on courses, 4 Short term Training courses** under Jeevan Shikshan Abhiyan of RTM Nagpur University and **two TCS certified training programmes** for the students during the session 2014-15.

- ❖ **Systematic planning of extension services:** More extension activities in terms of sensitization towards environment friendliness, enrichment in art through drama festivals etc were conducted.
- ❖ **Frequent Meetings between the Management and the college IQAC** were held for to plan the assessment of Teacher's quality, PBAS review of the teaching staff, to motivate the staff towards sending research proposals and carrying out research activities.
- ❖ To make Hislop College environmentally sound IQAC has decided to focus on the environment and **initiate the process of Greening** of its Campus. One of the objectives behind this is to ensure a clean and green environment for the future generations.

The focus of this audit is basically on the activities carried out by the staff, students, and extension cells of the Institute based on the following aspects:

 - Tree Plantation
 - Waste management
 - Recycling of Waste
 - Sensitization of Students towards environment consciousness
 - Energy Conservation
- ❖ **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.
- ❖ **Entrepreneurship Development Cell** has become active from the session 2014-15. The cell signed an **MOU with Maharashtra Centre for Entrepreneurship Development Regional Office Nagpur (MCED)**. This cell conducted a faculty Improvement Programme in collaboration with MCED to orient the teachers with the concept of Entrepreneurship and developing Entrepreneurship in students.
- ❖ Hislop College has been granted the '**Heritage Status**' **Grant by the UGC** under the XII Plan. An amount of Rs. 79 lacs has been granted to the College.
- ❖ IQAC conducted a one-day workshop on 'Preparing for NAAC Third Cycle: What, When, How?' -to finalize a roadmap, to strategize NAAC preparations in the best possible manner.

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

Best practice I : ‘Student Support –HISCAAN’ (Ref-Annexure-III)

Best practice II: Rotaract Club of Hislop College (Ref-Annexure-IV)

7.4 Contribution to environmental awareness / protection

- “EXHIBITION on BEST OUT OF E-WASTE” an Intercollegiate Competition was organized by Computer Science Department. Students prepared models out the E-waste like CDs, Floppies, Key Tops of QWERTY Keyboard, Sensors, LEDs, etc. the models included watch, photo frame, Wall piece, Saline-empty indicator, Butter Fly, Multipurpose container, diary etc.
- The waste from Mushroom cultivation unit of the Department of Botany as well as the biodegradable waste from the College Canteen and the Hostel kitchen is also upgraded into Compost by the Vermicomposting unit.
- ‘Different Colour One Cause’-The Environment Cell of Hislop College in collaboration with Rotary Club of Nagpur had organized a Drawing Competition on the theme “ENVIRONMENT”. A NEEM Essay Competition was also held to make the students aware of the benefits of the different parts of the tree.
- The Hislop College Environment Cell in collaboration with the Forest Department conducted few programmes in the “Wild -Life Week” (1st of October to 7th of October) along with the Forest Department. The student participated in Bird Watching, Cultural Programme (Skit), Photography etc. They visited the Pench Tiger Reserve.
- An awareness campaign on the usage of eco-friendly natural colours during Holi (3rd &4th March, 2015) was undertaken by the Environment Cell of Hislop College. Packets of eco-friendly colours red, green, blue, yellow made from flowers of Palash, Amaltas, Sawari flowers and Heena leaves were kept for sale by the students of the Environment Cell.
- The Department of Botany conducted its annual Flower show exhibiting a wide range of healthy flowering plants under one roof for the successive 11th year. This in-house production of about 20000 plants is absolutely organic and does not involve any hormonal treatment.
- More than 350 plants around the College Campus have been named with the purpose of familiarizing the staff and the students about green campus and green cover.

7.5 Whether environmental audit was conducted? Yes No

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

Strengths:

- Strong leadership in terms of College Management and the Principal and Enthusiastic active IQAC Team.
- Dynamic, dedicated and qualified staff.
- Excellence in research work and Considerable volume of research work and paper publications.
- 12 Hislop College students make it to University topper's list in Arts, Commerce and Science streams.
- Increase in number of linkages with the Industries.
- Growing campus recruitment for Hislop students.
- Balanced focus on academics as well as co-curricular and extra-curricular and extension activities.
- Use of innovative, technology-enabled classroom teaching and learning.
- Strong proactive mechanism for student support and progression.
- Conduct of programmes of diverse kinds for the holistic development of students.
- Strong 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.
- Limitations in Academic and administrative constraints, the college being affiliated to the university.
- 100% filling of vacancies still to be achieved.

Opportunities:

- More openings for student employability with MIHAN and other IT based industries coming up in and around Nagpur.
- New avenues for academic-industry linkages in terms of consultancy and research collaborations.

Challenges:

- To introduce more add on Skill based vocational courses for making students self employable.
- Shortfall in qualified temporary teaching staff.

8. Plans of institution for next year

- ❖ To delink Senior and Junior College and provide a separate building for the Junior College.
- ❖ Organize seminars/conferences/workshops on different subjects.
- ❖ Encourage faculty to submit research projects to various agencies for research funding.
- ❖ Initiation of Greening of the College Campus through a wide spectrum of student activities.
- ❖ Beautification of the College Campus.
- ❖ To assess Teachers' quality the College Management decided to set up a panel for PBAS review.
- ❖ To orient the staff for starting preparations for NAAC third Cycle accreditation process.
- ❖ 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, administrative and environmental processes.

Name ***Dr Jyoti Shiwalkar***
Coordinator, IQAC

Name ***Dr Dipti Christian***
Principal & Chairperson, IQAC

Date: 24.8.2015

List of enclosures:

1. Annexure-I: Academic calendar- 2014-15
2. Annexure-II: Feed-Back Analysis
3. Annexure-III: Best Practice-I
4. Annexure-IV: Best Practice-II
5. Annexure-V: IQAC Annual calendar for Arts and Social Sciences:2014-15
6. Annexure-VI: IQAC Annual calendar for Commerce and: 2014-15
7. Annexure-VII: IQAC Annual calendar for Science Stream: 2014-15
8. Annexure-VIII: IQAC Annual calendar for Extension Cells: 2014-15

Annexure-I
Hislop College, Nagpur
Academic calendar: 2014-15

UG Classes of all the streams	First session: 1 st July 2014 to 30 th October 2014		Second session: 1 st January 2015 to 30 th April 2015		Terminal examination
	Unit test-I	Unit-test-II	Unit test-I	Unit-test-II	
B. Sc. I st & II nd Semester	September-14	October-14	February- 15	March- 15	-
B. Sc. III rd & IV th Semester	September-14	October-14	February- 15	March- 15	-
B. Sc. Part-III (annual pattern)	September 14		January- 15		February-15
First year degree course of Commerce, Arts and CMC (annual pattern)	September-14		January- 15		February-15
Second Year degree courses of Commerce, Arts and CMC (annual pattern)	September-14		January- 15		February-15
Third Year degree courses of Commerce, Arts and CMC (annual pattern)	September-14		January- 15		February-15

Teaching Days- 180 days

Examination Days- 30 days

*Activity Days- 10 days

*Programmes /Activities for students are conducted as per the attached IQAC calendar: 2014-15.

Note: Whenever it is necessary, the teaching classes are compensated by some Departments by conducting extra classes during vacations.

Annexure-II

Feed-Back Analysis

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

- 1) At the end of the session, after completing the portion in the syllabus, each Department conducts, Teacher-Students' feedback for each teacher from his /her students on the ten major parameters of 'Teaching-Learning Process'. Written feedback forms based on a 4-point scale are used to calculate a score for each teacher. The outcome of the analyses is conveyed to the teachers.
- 2) In the session 2014-15, an 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) SQAC and Student Mentoring Cell also conducted a written feed-back session to collect the feedback of students on all the aspects covering College campus like Infrastructure, Teaching quality, Library, available Amenities, Sports facilities, College Administration etc. Students rated these aspects on a 5-point scale. Students' opinions are then statistically analyzed to construct Student's Satisfaction Index on each aspect of campus life.
The student representatives take initiative in designing the questionnaire for this opinion poll and helped in analysing the opinions to form the '**Student Satisfaction Index**' as given below:

Aspect of college campus	Student Satisfaction Index
College Ambiance	3.92
Parking facility	3.67
Classrooms and labs	2.71
Teaching Staff of college	4.65
Cooperation from administrative office	3.46
Water & sanitation	2.75
Canteen facility	3.13
Performance of security staff	3.63
Library & e-library	3.79
Conduction of educational seminars & workshops	4

In this written feedback, the students have appreciated many facilities, Teacher's quality, peers' help through the Student Mentoring activity, College magazine etc. Many of them commented that they feel proud to be Hislopian. Some of them pointed out the need for maintaining toilets clean and suggested to appoint special staff to clean toilets more frequently. There were some good suggestions which could be implemented to improve the students' facility. All the suggestions were noted by IQAC and SQAC conveners. The outcome of the analysis of

Student's feedback is then submitted to the Principal to plan strategies for bringing improvement in Quality.

- 4) Feedback from Parents: PTA also conducted Parents' feed back in the annual General meeting with Parents. In this session, many parents attended the meeting and their response was enthusiastic. A written feedback is conducted and the summary is as given below:

Analysis of FEED-BACK of PARENTS

1. Teaching Learning

Subject –wise feedback:

Score of 3 or 4 : 60 parents out of 72 = 84% (approximately)

2. Student-Teacher Interaction:

Good Interaction = 84% (approximately)

3. Parent – Teacher Interaction:

Visit the college and meet my ward's teachers to know about his/her progress= **72%**

Think Parent–Teacher interaction is important for a student's progress = **91%**

4. Infrastructure:

Classrooms	3.371
Laboratories	3.377
College Library	3.46
Auditorium	3.37
Parking facility	3.4
Drinking water facility	3.406
Toilets	3.167
Canteen	3.102

5. College Administration:

College Office	3.417
Discipline in college campus	3.467
Ambiance	3.32
Cleanliness	3.35
Time-Table	3.419

6. Know about 'Mentoring Cell' in the college

= **63%**

7. Know about opportunity of On-Campus placements and Soft-Skill Training Programme

= **73%**

8. Know that a Hislop college student can participate in the following Co-curricular and Extra-curricular activities

NCC	63%
NSS	65%
SQAC	61%
Centre for Performing Arts	60%
Athenaeum	60%
Rotaract Club	61%
Women Study Centre	64%
Women Development Cell	64%
College Magazine	64%
Environment Cell	64%
Anti-Ragging Cell	63%

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Best Practices of the Institution

Annexure III

Best Practice-I: –HISLOP COLLEGE ALUMNI ASSOCIATION (HISCAAN)

Title of the Practice ‘Student Support’

The Alumni Association of Hislop college is called ‘*Hislop college Alumni Association –HISCAAN*’ where ex-students, present students, teachers and even ex-teachers can become members. The Hislop College Alumni provides a platform for bringing the ex-students into the premises of the College and to utilize their expertise, knowledge and achievement in various fields of life for the welfare of the College and gives an opportunity to connect to their alma mater. It also aims to bring all Hislopians under one umbrella to interact, connect professionally, intellectually and grow relationships with the common thread of Hislop College. HISCAAN is an autonomous body but has always taken a keen interest in the activities of the College. It aims at all round growth of the students that includes academics, sports, arts and culture.

Goal

In 2012, the Alumni Association was rejuvenated with the installation of the bust of Reverend Stephen Hislop, a Scottish Missionary who founded this prestigious institution in 1883. This was done so that students would be motivated by the dedication and sacrifice of this great man, a visionary who planned and worked hard to establish one of the greatest institutions in Central India.

Context

Hislop College, a heritage college, 133 years old, is a minority Institution and receives students from all social back grounds. Many of them hail from the lower strata, rural, tribal as well as naxalite infested places like Gadchiroli, Sironcha, etc. It has been observed that students struggle hard to pursue their education for different reasons which are a national loss to the individual as well as to the community. The reasons could be financial inability of the parents to provide further education or no availability of educational facilities or lack of better career options, more so could be fear of English or a cumulative effect of all of them. Lack of financial assistance dampens the chances of students getting into good job generating higher studies and the family continues to live in the circle of poverty. Thus the alumni unanimously resolved to provide assistance to the financially weak students from families who are already socially or economically backward.

Practice

HISCAAN financially supports these economically disadvantaged students who desire higher education. The underlying principle is not scholarship but to directly provide financial assistance to these students in the form of tuition reimbursement by the donations collected for this literacy drive.

This project of financial assistance- “**HOPE**” can nurture the students and give them some hope to continue their higher studies.

This practice was started in a small way in 2013, whereas few alumni and few teachers came together to contribute for the first time and 15 students were given financial assistance. In the year 2014, 45 students were given financial assistance to continue their studies. The main corpus being started by a non alumnus, who contributed Rs 7 lacs to start to this project. The year 2015 saw a lot of donations being generated by the staff of the college from Science, Arts and Commerce stream as well as the alumni and the main sponsor being Jia News (contributing 21 lakhs as corpus fund) resulting in a financial sponsorship to 88 students after a rigorous selection process. The amount dispersed was Rs.4, 40,000/- (Rupees Four lacs Forty thousand only).

A total of 148 students were given sponsorship in the last three years.

Experience has shown that the fees and miscellaneous expenses of a single student are about Rs. 5000/- annually. The needy students desiring finance can opt for this assistance. The process involves filling of forms with all details and an interview taken by our faculty members and also visiting few of their homes for screening the eligible candidates.

On confirmation of the financial condition of the family, the fees are reimbursed to the candidate by a cheque from the alumni corpus. The alumni corpus is formed through the generous donation of Rs. 5000/- per student from philanthropic donors in the society.

This corpus fund is available to the student for each year of his education. His progress is monitored by the alumni committee and further sponsorship is contingent on the fact the student shows satisfactory performance and progress year on year.

Evidence of Success:

A target corpus of 50 lacs is aimed for, the interest of which would sponsor 100 students in need of financial aid. As of now, 23 lacs have been collected. In the last two years, 148 students have received financial aid.

Looking at the success of this program, the staff of the College got motivated and also became significant donors. Interestingly some are annual donors for the cause of education.

The donations are coming from all spectrum of society which is indicative of inherent desire of society to support education to the underprivileged, provided it is perceived to be fruitfully utilized for the benefit of the needy.

By leveraging these small amounts of donations, this program has enabled 148 students to participate in the voyage of learning.

The number of alumni donors has been doubling in the last two years, an indication that they are happy to participate in this literacy drive in taking the institution to greater heights.

Problems Encountered and Resources Required:

The main hurdle in corpus formation was convincing the prospective donors in the genuineness of the cause and reliability of the collecting agency. Here the name of the Institution and the personal standing of the alumnus was the significant factor.

The second hurdle was to establish the credential of the student as there were many applicants for the sponsorship. Substantial effort from each member of the alumni and the staff of the Institution would be required to collect the remaining amount to reach the corpus of 50 Lacs.

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Best Practices of the Institution

Annexure IV

Best Practice-II: Rotaract Club of Hislop College

Title of the Practice: 'Humane Touch'

1. Goal:

The Rotaract Club of Hislop College is a forum of students led and guided by the Principal along with a Teacher-In-charge, towards giving a 'Humane Touch' through social service for developing and displaying compassion for others, especially the less privileged sections of the society. The thought and idea went into an over-drive to bring about awareness and a sense of concern amongst the students for Environment, Service towards the Community and at the same time to make them sensitive towards one and all. Another objective is to make students come forward, put in their efforts, work above self and learn from their experiences through various projects.

2. The Context:

The University prescribed Curriculum and the Education System in general does not have a structured syllabus on Value Education across all the streams. Students unconsciously imbibe all kinds of good and some not so good values from their parents, teachers and peers all the time which generally is on-self-for-self. Realising this gap and the need to rise above self, the Rotaract Club of Hislop College thus planned to make the students sensitive towards Specially Abled People, Gender equality, Environment and thereby become the change agents of the Society.

The objective of this best practice is to motivate students to give back more to the society in every small or big way on the principles and sayings as –

The best way to find Yourself is to lose yourself IN THE SERVICE OF OTHERS... and

The Happiest people are not those getting More, but those GIVING MORE.

3. The Practice:

The Rotaract Club of Hislop College took its initial steps to collaborate with the Rotary Club of Nagpur as Volunteers in several service oriented annual projects like Nirmalya - an environment project to safeguard water-bodies getting polluted during Ganesh Festival from the immersion of statues and other decaying things and toxic materials, Udaan – a unique project that celebrates Valentine's Day with specially-abled children and Walkathon - a health awareness project with the catch line as 'Walk for Life'.

The Hislop Rotaractors gave a good account of their participation and services which was lauded by the Rotarians on many occasions. Buoyed by the adulation and the high of giving something to the society, especially where it is need and is valued, the Rotaractors of Hislop College started projects of their own thought, planning, ownership and execution. The process that started with one single project went on to the next and then to the next and continued and continues till date. Achieving success of their own on projects conceived by the Rotaractors, experiencing a deep sense of happiness and satisfaction, they kept the tempo going. Students kept coming up with ideas which were crystallized into projects and executed with complete co-ordination, commitment and compassion.

To name some of the projects which were the brain child of the Rotaract Club of Hislop College, winning them recognition, appreciation and rewards were –

- Tree Plantation drive to promote commitment towards environment.
- Blood Donation Camp.
- ‘Student for Student’ at Utkhana- Literary project for the Children of orphanage by the Rotaractors and also recreational activities for the inmates of orphanage and old age home at Utkhana at weekends (from August to January 2012-13)
- ‘Student for Student’ at St. Michael School- Literary Activities- Conducted Classes for 7th, 8th, 9th & 10th class students for Math, Science and English. Also organized various seminars and workshops for these students.
- Motivational Lectures for the students.
- Inter- Interact Football Tournament - To motivate students to play outdoor games.
- Amplifier Donation - Blind School children are passionate about music and they needed an amplifier and Microphone for their Performances.
- Projector Donation – For Audio Visual experience of knowledge enhancing presentations, films, etc at St. Michael’s High School.
- Fund Raiser: Rotarators Painted T-shirts with Social Messages and sold them to raise funds for some of their Projects.
- Organ Donation Seminar- To bring awareness about need and importance of Organ Donation amongst the youth.
- Clean up Drive at Weekend picnic spots and propagate awareness about clean surroundings
- Dustbin Donation in School to inculcate the habit of using dustbins and avoid spreading litter in the school campus.
- Memory Management Workshop- To help them learn techniques to remember and memorize the syllabus for the exams.

- Stickathon - A drive to stick radium stickers on School students' bicycle, rickshaws and hand carts to avoid accidents during night.
- Inter-District Blind School Cricket Match
- Best Of Luck - A novel way of wishing the Tenth Board Students Best of Luck through a motivational speech and gifting them stationary sets for their exams.
- Save Trees – Seminar to educate people on saving trees and reducing the usage of fire woods, especially used for Hindu Cremations. Instead, more usage of electric incinerators to dispose of mortal remains as a better and counter-pollution means was driven across to the participants.
- Cyber Crime Seminar – Students of the college were educated on the prevalent cyber crimes and the safety measures that one should have knowledge of.
- Christmas Carnival at Blind School – Celebrating festivals with the lesser privileged children who do not have a family and the means to celebrate festivals.
- Express Music at St. Michael – Children of the school were regaled to some live music by some of the Rotaractors just to bring happiness to the students.
- Voter Id Camp – An awareness campaign was held at the college and forms were filled for interested people who did not have their Voter Id Cards.
- Board Examination Workshop – The students were put through a workshop to help them approach the test papers with calm, composure, question solving techniques, time management, etc.
- Food for the Needy – Surplus food collection from various events, receptions, etc under clean and hygienic measures and distribution at Home for the Handicapped, Destitute adults and children.

Evidence of Success:

For the college, it does matter that the work of students gets noticed, appreciated and rewarded. Yet, the more important factor, rather a deemed bigger reward is the change observed in the students mind-sets in terms of giving to the society, feeling compassionate towards the less privileged and coming up with ideas, some being out of the box, to convert them into projects, raising funds to support the projects and execution with finesse and success.

At the nodal level, the target was to increase the number of members every year and this was achieved with great success. This was another evidence of the Reward. Next benchmark was to conceptualize novel projects with outreach goals, and more number of projects. Again this was a Reward per say for the core team.

The projects, service and success was noticed and appreciated, it also led our students to turn the spot light on them during various Rewards & Recognition Ceremonies of the Rotary Club. The Rotaractors of Hislop College made a habit of conceiving and executing novel and successful projects of social relevance, they also made a habit of bagging most of the prestigious Rewards & Recognitions at all Nagpur Rotaract Clubs of various Colleges.

At a glance, the Rewards and Recognitions bestowed upon Hislop Rotaractors are :

- Best Rotaract Club amongst colleges of Nagpur – 2012-13
- Best Rotaract Club amongst colleges of Nagpur – 2013-14
- Best Rotaract Club amongst colleges of Nagpur – 2014-15
- Best Rotaractor - Rtr. Rishpal Singh Gill (2012-13)
- Best Rotaractor - Rtr. Mukesh Pratap Singh (2013-14)
- Best President - Rtr. Mukesh Pratap Singh (2013-14)
- Best Rotaract Secretary – Ajay Gajbhiye (2014-15)
- Best Community Service - ‘Student For Student’ at St. Michael School (2013-14)
- Rtr. Shonali Kanjilal was recognized by the Rotary for outstanding efforts towards contribution to the society - (2013-14)
- Rtr. Ruchita Haldar was recognized by the Rotary for outstanding efforts towards contribution to the society - (2013-14)
- Rotaract Club of Hislop College was recognized with the title ‘Best Involvement in Rotary Projects’ by the Rotary Club of Nagpur amongst 10 Rotaract Clubs. (2013-14)
- Youth Exchange: Saniya Rayani, a BA student was selected for an exchange programme to United States of America (2014-15)
- Group Study Exchange: The Teacher-In-Charge of The Rotaract Club of Hislop College, Ms. Jigisha Naidu was selected for a Group Study Exchange Programme to USA & Canada - (2012-13)
- Rtr. Mukesh Pratap Singh and Rtr. Parag Raut were successful in beating the trend by getting invited to join the Hemalkasa Surgical Camp as the first ever Non-Medico students to assist the Rotary Club and its Medical Team during the camp – 2014-15.
- Rtr. Parag Raut was selected as Asst. District Rotaract Representative - 2014-15
- Rtr. Rohit Agutale elected as the Zonal Rotaract Representative for Chandrapur - 2014-15.
- Rtr. Mukesh Pratap Singh was elected as the Zonal Rotaract Representative for Nagpur and Amravati – 2014-15
- Rtr. Mukesh Pratap Singh was selected as District Rotaract Representative - 2015-16

- Received a Letter of Appreciation from the Ambazari Police Station for the tireless service rendered by the Rotaractors in helping the Police in managing the crowd of thousands and the traffic during the Ganesh Visarjan at the Futala Lake.

4. Problems Encountered and Resources Required:

The areas of service are generally in unhygienic surroundings and are a challenge for the students, from good backgrounds, to accept and overcome this challenge. It also happens that at times the parents are unwilling to allow their wards to be a part of any such activity that entails long hours of field work, being away from homes for time beyond their usual timings. Time factor is also a challenge as many projects or activities have no time bounds and stretches for a long time and also late at times. Girl students find it difficult to hang around that late and at the time of going back to their homes, they have to be escorted by Boy students ensuring their safe returns.

Requirement of funds for any project is a necessity. Generating funds out of their own resources, contacts, fund-raising events is a challenge and students get stretched in mobilizing funds for any activity. This deviates them from their core work commitment for the project and results in over burdening the students who handle both – raising fund and activity execution.

At times, people at large are not interested in some of the activities, do not extend their co-operation and many a times turn a blind eye to support with any meager contribution be it financial or non-financial help.

A seed capital source of Fund to support any project would ensure that the burden to raise entire fund required for the project does not rest on the students. Here they can give more time to the project work and produce better results.

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Annexure-V: IQAC Annual calendar for Arts and Social Sciences: 2014-15

Department	Proposed Dates	Proposed Activity	Objective
All Departments in Arts Stream	July second week 2014	Bridge Course Venue: Class room	Orientation on Graduate course
Philosophy	24 th July 2014	Seminar based on syllabus Venue: Class room	To make students aware about basic philosophical principles
Marathi	Third week of July	Tree Plantation <u>Collaboration with National Service Scheme</u>	Awareness about environment
Marathi	1 st week of August	Video screening of Marathi Drama Natsamrat.	To give information about Marathi drama.
Hindi	9 th August, 2014	GUEST LECTURE Venue: Class room	To encourage and appreciate the students.
Hindi	14 th August 2014	GUEST LECTURE Venue: Class room	To encourage and appreciate the students
History & Political science Collaborative programme	20 th August, 2014	Quiz Competition (Based on Topics related with History Syllabus of B. A. I, II & III) Venue: Class room	To acquaint students with topics related with Syllabus of History & Political Science of B. A. I, II & III
History & Political science Collaborative programme	21 st August, 2014	Power-Point Presentation (Based on Topics related with History Syllabus of B. A. I, II & III) Venue: Class room	To encourage students to make Power-Point Presentations
All the Departments in Arts Stream Collaborative programme	25th August 2014	Collaborative Inauguration & Installation of Arts Society followed by Guest Lecture Venue: Shalom	To enable the students to study beyond the prescribed Syllabus
Sociology	2 nd week of Sept.	Dr. T.S. Wilkinson memorial lecture Dr. P.L. Bhandarkar memorial lecture Venue: Class room	To organize Guest lecture on the contemporary social issues and sensitize the students
Sociology	2 nd week of Sept	Anthropological Museum Visit	To discuss on the emerging tribal issues and their problems & Demographic classification of tribes

History & Political science Collaborative programme	17 th September, 2014	One Day Interdisciplinary National Seminar on the topic "Human Right Violation : Tools for Elimination & Mechanisms for Enforcement" Venue: 'Shalom'	To discuss issues related with Human Rights
Philosophy	23 rd September 2014	Guest lecture based on syllabus Venue: Class room	To inspire the students
Marathi	Third week of September	Guest Lecture and Inauguration of Marathi Abyas Mandal Venue: Class room	To acquire knowledge related with Marathi poetry.
Psychology	8 th & 9 th October 2014	EXHIBITION Venue: Class room	To bring about awareness of Psychology and its application in day to day living
Hindi	8 th October 2014	GUEST LECTURE Venue: Class room	To encourage and appreciate the students.
History & Political Science	10 th October, 2014	Study Tour Collaborative programme	To acquaint students with historical place
English	22 nd November 2014	Guest lecture Venue: Class room	1. To help cultivate literary sensibility. 2. To create interest in language learning.
Hindi	5 th December 2014	GUEST LECTURE Venue: Class room	To acquaint students with recent development in Hindi literature. To encourage and inculcate among students love for the language.
English	8 th December 2014	Orientation programme for NET aspirants Venue: Class room	Knowledge about NET Examination
Psychology	10 th December	Guest lecture - Talk on Relationships Venue: Class room	To equip the youth in handling relationships positively
Sociology	2 nd week of December 2014	Dr. N.S. Vaidya memorial Debate Competition Dr.M.C.V.J Raju memorial Debate Competition Venue: Whitten Hall	
Sociology	2 nd week of December 2014	Study Tour	To increase awareness, develop understanding and field experience
History & Political science Collaborative programme	December, 2014	Visit to Vidhan Bhawan	To provide the students a life time opportunity to experience the working of our parliamentary democracy at very close quarters

Sociology	1 st week of January 2015	Blind school and Orphan home visit	To interact with inmates of orphan home.
Marathi	1 st week of January 2015	Visit To Regional Anthropological science museum in Collaboration with National Service Scheme	To give information about folk literature and culture
English	10 th January 2015	What is the Good Word? (Vocabulary Quiz) Venue: Smart Class Room	To help students improve their vocabulary. To enhance language proficiency.
Sociology	2 nd week of January	Quiz competition on Environment & Wildlife Venue: Whitten Hall	To impart competitive spirit and assist students towards conservation of nature
Hindi	15 th January 2015	GUEST LECTURE Venue: Class room	To encourage and inculcate among students love for the language.
Marathi	3 rd week of January 2015	Workshop on How to write correct Marathi Venue: Class room	To develop writing skills
Psychology	29 th January 2015	Study Tour	To develop interpersonal relationships outside class room through personality development activities
Philosophy	Last week of January 2015	Guest lecture based on syllabus Venue: Class room	To inspire the students
Sociology	1 st week of February 2015	Workshop on Research Methodology in Social Sciences Venue: Whitten Hall	To orient the students about research projects and important methodological tools for pursuing research.

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Annexure-VI: IQAC Annual calendar for Commerce and CMC: 2014-15

Department	Proposed Dates	Activity	Objective
Department of Commerce	1 st week of July 2014	Bridge course (one week course for first year students) Venue: Class room	Orientation on Graduate course
Department of Commerce and Management Courses	1 st week of July 2014	Bridge course (one week course for first year students) Venue: Class room	Orientation on Graduate course
Department of Commerce	22st August 2014	Inauguration of Commerce Association and a guest lecture. Felicitation of CA-CPT, CA-IPCC/PCC and CS Foundation Cleared Students Venue: Shalom Auditorium	Installation of office bears and to make the students aware about the activities carried out under the Commerce association. Recognition of talented students.
Department of Commerce and Management Courses	23rd August 2014	Inauguration of Commerce, Management & Computer Society and a guest Lecture, Cultural Programme Venue: Shalom Auditorium	Installation of Office bearer & to make the students aware about the activities carried out under the CMC society. To provide a platform for the students to showcase their talent.
Department of Commerce	24 th August 2014	Industrial Visit	Practical orientation of students

Department of Commerce and Management Courses	3 rd September 2014	Guest Lecture by a dietician 'Health is Wealth' Venue: Class room	To make Students & Faculty aware about Healthy Diet & create health awareness among the students in this Fast food Culture.
Department of Commerce	5 th September 2014	'Teachers Day' Celebration by Commerce Association Venue: Class room	
Department of Commerce and Management Courses	6 th September 2014	Industrial Tour	To get the first hand practical knowledge on working of Industries in area like HR , Production, Marketing etc.
Department of Commerce	6 th September 2014	Visit to Defence College for training in Disaster Management	Hands on Training in Disaster Management
Department of Commerce	10 th September 2014	Guest Lecture Venue: Class room	Enrichment of knowledge
Department of Commerce	15 th September 2014	Commencement of Short term course on 'Practical Accounting and Taxation' Venue: Smart Class Room	To help students in Tax Planning. To help students understand filling of returns.
Department of Commerce and Management Courses	20 th September 2014	Visit to Blind School & lunch for the inmates by the Hislop staff & students.	To make the students sensitive towards the specially abled children.
Department of Commerce and Management Courses	27 th September 2014	Guest Lecture on Tips on food Adulteration Venue: Class room	To make staff and students aware about the adulterated food and home remedies to correct it
Department of Commerce	2 nd October 2014	Shramdaan	To spread awareness about cleanliness in college campus.
Department of Commerce and	2 nd October 2014	'Classic Class competition'	To inculcate the feeling of belongingness for their respective

Management Courses		Venue: Class room	class rooms and motivate them to keep the classrooms neat and clean with relevant posters and charts for the reference of students.
Department of Commerce and Management Courses	11 th October 2014	A Fete by Students 'Be an Entrepreneur' Venue: Shalom	To Experience the dealing of a business at a very small scale.
Department of Commerce	17 th November 2014	Guest Lecture Venue: Class room	Enrichment of knowledge
Department of Commerce and Management Courses	29 th November 2014	Intercollegiate Management/ Computer Quiz competition	To have a quiz on Management/Computer topics specifically in order to test the students knowledge base in their field of study.
Department of Commerce and Management Courses	18 th - 20 th December 2014	Sports Carnival	To help the students overcome their stress through the various sports.
Department of Commerce	18 th December 2014	Industrial Tour	To get the first hand practical knowledge on working of Industries in area like HR , Production, Marketing etc.
Department of Commerce	20 th December 2014	Excursion	Fellowship Development programme
Department of Commerce	28 th February 2015	Felicitation of Meritorious Students. Farewell of Students.	Recognition of talented students

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Annexure-VII: IQAC Annual calendar for Science Stream: 2014-15

Department	Proposed Dates	Activity	Objective
Mathematics	2 nd May 2014	One Day Workshop: “Review of Maths syllabus of B.Sc. I Semester I for ATKT students” Venue: Class room	Knowledge and skill development of the subject
	3 rd May 2014	One Day Workshop: “Review of Maths I syllabus of B.Sc. II for ATKT students” Venue: Class room	Knowledge and skill development of the subject
	14 th May 2014	One Day Workshop: “Review of Maths II syllabus of B.Sc. II for ATKT students” Venue: Class room	Knowledge and skill development of the subject
	17 th May 2014.	One Day Workshop: “Review of Maths III syllabus of B.Sc. II for ATKT students”, Venue: Class room	Knowledge and skill development of the subject
Zoology	22 nd May 2014	Photo /Poster Exhibition /competition in collaboration with Maharashtra State to celebrate Biodiversity Venue: Class Room	To make the students aware that Biodiversity counts. To make them knowledgeable about the present and future threats on the ongoing existence
All Science Stream Departments	July first week	Bridge course (one week course for first year students) Venue: Class room	Orientation on Graduate course
Sports	July second week	Orientation of the players and registration	To find out the players for various games, orient them, motivate them and to familiarize them with the sports and college activities
	July third week	Intramural matches for various departments of all the faculties and selection trails for college’s various teams Medical Fitness Certificate For Teaching and Non Teaching Staff of the college	To make various teams of the college

Zoology	July-August 2014	July-August- National level Conference in Zoology	Exchange of ideas, information, results through research papers, discussions and disseminating information resulting in a call for more research.
Biotechnology	August 2 nd week	One guest lecture from an exponent of the subject per month Venue: Class room	To make students aware of the current developments in the subject
Sports	August 2 nd week	Participation in various indoor tournaments	To make the various college indoor teams and participates at DSO, RTMNU and other NGO's tournaments
UG Chemistry	14 th August 2014	Guest Lecture Venue: Class room	Popularization of Chemistry
PG Chemistry	16 th August 2014	Guest Lecture: Analytical Chemistry Venue: Class room	Enrichment of knowledge
Computer science	22 nd August 2014	"Computational Physics" Venue: Class room	To expose students to computational physics-an area of prime attention among researchers in today's era
Physics & Electronics	3 rd week of August, 2014	Guest Lecture Venue: Class room	To expose and enlighten the students to new areas in Physics
Botany	3 rd week of August 2014 to January 2015	COC in Floriculture and COC: Mushroom Cultivation- Venue: Class room	Create a new source of employment for students Impart practical training on the various techniques used in the Courses.
Botany	Last Week of August 2014	B. Sc. Sem I and Sem III-Study Tour B.Sc III and M. Sc. Sem-III-Ecological Tour	Familiarizing the students with the flora of Nagpur region. To comprehend plants from various families in their natural habitat. To understand the various life forms. The practical curriculum for both the classes includes ecosystem analysis.

Sports	1 st week September 2014	Participation in various indoor tournaments	To make the various college indoor teams and participates at DSO, RTMNU and other NGO's tournaments
Mathematics	5 th September 2014	“Teacher’s Day Special: Values through Education” Venue: Class Room	Developing values among the students
Statistics	5 th September 2014	Felicitation of toppers in Statistics in 2014 examination of RTMNU, followed by a Guest Lecture Venue: Class Room	To make the students aware of new developments or applications of Statistics
Computer Science	6 th September 2014	Seminar Competition On “E-World” Venue: Class Room	To Update Knowledge Of Recent Developments In It Sector
All Science Stream Departments	10th September 2014	Collaborative Installation of the Science Society Installation of office bearers Venue: Shalom	To enable the students to learn beyond the prescribed syllabus.
Zoology	2 nd week of September 2014	Intra-Inter collegiate photo and poster exhibition and power point presentation competition on Environment and Biodiversity Venue: Class Room	To make the students acquainted with many different examples of ecosystem. An important goal is for students to understand that Biodiversity is necessary for life and species preservation.
Computer Science	15 th September 2014	CYBER QUIZ (Under Cyber Spiel an intercollegiate annual event) EXHIBITION ON “BEST OUT OF WASTE” (Under Cyber Spiel an intercollegiate annual event) Symposium On Poster Presentation “Ethical Hacking, Cyber Security” (Under Cyber Spiel An Intercollegiate Annual	To Test the General Knowledge in IT To Utilize the Computers related waste products and prepare decorative model from it To Present And Interact On Information Regarding Cyber World To Enjoy And Develop Team Spirit

		Event For Students) Treasure Hunt (Under Cyber Spiel An Intercollegiate Annual Event For Students) Venue: Shalom	
Biochemistry	16 th September 2014	Kaleidoscope Venue: Class room	To showcase talent
Biochemistry	23 rd September 2014	Shodh Venue: Class room	To improve presentation skills and to discuss innovations in the field
Biochemistry	27 th September 2014	Study Tour	Industry visit
Botany	3 rd week of September 2014	Guest lecture for B.Sc. /M. Sc. On 'Environment and Conservation' Venue: Class room	Creation of awareness towards environment. Impact of Environment due to present Socio Economic Condition. Outline of Conservation method and Student role for the same
Zoology	3 rd week of September 2014	Project "Save the Sparrow" Venue: Class room	To highlight the needs to conserve sparrows as well as urban Biodiversity. There is a decline in the number of house sparrows which could lead to their extinction.
Chemistry UG	4 th week of September 2014	Workshop on preparation of Phenyl Venue: Chemistry Lab	Hands on training for preparation of useful chemical products
Physics & Electronics	4 th week of September, 2014	Educational trip: Visit to Raman Science Centre	To gain practical experience and learn new subject , Astrophysics
Biochemistry	4 th October 2014	Guest lecture Venue: Class room	Students-Scientist interaction
Computer Science	4 th October 2014	Exhibition On "Depict Your Creativity" Venue: Class room	To Present The Technical Skills In Creative Way
Computer Science	11 th October 2014	Workshop On Latest Technology Venue: CS Lab	To Make Aware Of Real Life Applications In It Company
Mathematics	11 th October 2014	"Understanding Classical Mechanics & Special Relativity" for B.Sc. II & III students on Saturday Venue: Class room	Developing subject knowledge

Botany	2 nd week of October 2014	Collaborative Programme with Department of Zoology Venue: Class room	World Biodiversity Week Celebration to educate students on conservation
Zoology	2 nd week of October 2014	Celebration of “WILD LIFE WEEK” a) Guest Lectures b) Film shows Venue: Class room	To arouse general awakening of students towards protection of Wild life
UG Chemistry	2 nd week of October 2014	Workshop on use of Chemistry Software Venue: Class room	Awareness about the use of various software required for Chemistry
Sports	2 nd week of October 2014	Participation in Division and RTMNU outdoor games such as	To make the various college indoor teams and participates at DSO, RTMNU and other NGO’s tournaments
Physics & Electronics	3 rd week of October 2014	Quiz Venue: Class room	To gain Knowledge
Statistics	October- November 2014	Three-week Short term Certificate course on ‘Statistical Methods’ under Jeevan Shikshan Abhiyan scheme Venue: Department of Statistics	To train the researchers in the other disciplines in using proper statistical tools for analyzing the real life data.
Sports	Last week of October to 3 rd week of November 2014	Autumn Coaching camp for various games	To train and select the players for college and university level tournaments
Chemistry PG	3 rd week of November 2014	Study Tour: Atomic Mineral Directorate- DAE, Nagpur	To acquire knowledge of Instrumentation techniques
Statistics	3 rd week of November 2014	Guest lecture Venue: Class room	To highlight the uses of Statistics in other disciplines
Biochemistry	15 th November 2014	Guest lecture Venue: Class room	Students-Scientist interaction
Biochemistry	28 th November 2014	Guest lecture Venue: Class room	Students-Scientist interaction
Biotechnology	4 th week of November 2014	Workshop on “Low cost plant tissue culture techniques” for farmers and other target groups. Venue: Biotech Lab	Extension and community service

Biochemistry	1 st December 2014	‘AIDS Awareness Drive’	To spread awareness about AIDS
Statistics	1 st week of December 2014	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 (NSSO)
Botany	1 st week of December 2014	‘Annual flower Show’	This show is a medium to connect the students and make them aware about the nature
Sports	2 nd week of December 2014	17 th Rev. Stephen Hislop Memeorial Football tournament	This tournament is conducted for last 16 years and to promote football not only for college level but in the city of Nagpur
Computer Science	20 th December 2014	Industrial Tour to IT Firm	To give the exposure and have interaction with software team (Live databases and software)
Mathematics	20 th December 2014	Intra-Collegiate Quiz on Mathematics syllabus of B.Sc. I, II, & III” on Saturday Venue: Class room	Presentation skill and subject preparation
Biotechnology	3 rd week of December 2014	Quiz ‘Headcruncher’ Venue: Shalom	Augmenting knowledge in diverse Areas
Chemistry PG	December 2014	Guest Lecture Venue: Class room	Knowledge Enrichment
Physics & Electronics	December 2014	Student’s seminar Series Venue: Class room	To gain confidence in themselves and develop communication and oratory skills
Chemistry PG	1 st week of January 2015	Study tour- CINFR, Nagpur	To acquire knowledge of Instrumentation techniques
Statistics	1 st week of January 2015	Two-day annual workshop for the students of Statistics, “Statistica-A festival of Statistical Activity” Quiz-‘Who is Stat’ly Wise?’ Stat Maze competition Seminar and Project Presentation competition Venue: Class room	Enrichment of students in Applications of Statistics. To improve the conceptual understanding of the topics in the subject and to increase the numerical ability of students

Computer Science	12 th January 2015	National Conference On Advances And Challenges In Computers, Communication And Control Venue: Shalom	To Provide A Forum For The Exchange Of Ideas On The Latest Developments In The Field Of Computers And Its Allied Streams Among Researchers, Developers And Experts
Zoology	2 nd week of January 2015	Educational Field Tour	To introduce the students to the amazing variety of life around them. To understand the Biodiversity firsthand in the local environment. To influence the students to bring about a change in their attitude towards the flora and fauna.
Chemistry UG & PG	2 nd week of January 2015	'Chem-Mystery'- Chemistry Quiz Venue: Class room	To create interest in Subject
Physics & Electronics	2 nd week of January 2015	Poster Competition and exhibition Venue: Class room	To display their skills in presentation
Sports	2 nd week of January 2015	D License Certificate course for coaches and referees in collaboration with NDFA and VHA for 7 days	Job oriented training as referees, coaches and officials for ranking tournaments
Computer Science	20 th January 2015	Workshop On "Cracking Entrance Exam" Venue: Class room	To Prepare Students For Updates Of Competitive Exam
Sports	3 rd week of January 2015	Excursion tour	To show players various playfields and facilities and infrastructure and to meet renowned players who have participated in Asian, Olympic games etc
Sports	14 th February 2015	Health awareness talk for the college staff Venue: Sports Department	The motto is to make every staff mentally and physically fit
Botany	2 nd week of February 2015	Study Tour- B. Sc. Sem II and M.Sc. Sem II	To familiarize the students with angiosperm vegetation this would help them in better comprehension of the curriculum

Botany	3 rd week of February 2015	Peer Group Interaction Venue: Class room	To share experiences with Juniors and to inculcate a general liking and Interest towards the Subject
Chemistry PG	3 rd week of February 2015	Guest lecture Venue: Class room	Knowledge Enrichment
Sports	2 nd week of March 2015	Inter staff indoor competitions i.e. carom, table tennis and badminton for all teaching and non-teaching staff	
Sports	2 nd Week of April 2015	Summer coaching camps for various games in collaboration with different organizations	

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Annexure-VIII: IQAC Annual calendar for Extension Cells: 2014-15

Name of the cell	Proposed Month	Proposed Activity	Objective
Rotaract Club	5 July, 2014	Installation followed by Blood Donation camp	To form an executive body of students with the aim and objective laid down by the Rotary Club.
Rotaract Club	9 July, 2014	Tree Plantation	To bring awareness about the importance of having trees and adopting trees and taking care of them.
Rotaract Club	19 July, 2014	Radium Activity	To provide radium stickers to be pasted on bicycles and rickshaws so that they are visible on roads at night and accidents are avoided.
NSS	July 2014 -Second week	Orientation programme	To give information about different kind of NSS activities.
Rotaract Club	30 July, 2014	Workshop On Traffic Awareness	To discuss various issues related to traffic with emphasis on the importance of Helmet, Driving License, avoidance of mobile phone while driving, etc.
*NSS & Marathi Dept.	July 2014 -Third week	Tree Plantation Collaboration with National Service Scheme	Awareness about Environment.
Competitive Examinations Guidance Cell (CEG)	August 2014	UPSC & MPSC Examinations orientation programme	Orient the student's regarding UPSC & MPSC exam preparation and suggest strategies.
Rotaract Club	6 August, 2014	Save Trees	To bring awareness about importance of tress.
Student Mentoring Cell	11 th August 2014	Meeting of the core committee with the Convener of the cell	To plan the outline of the mentoring programme for the session.
SCM	August Second Week	Orientation Programme	Provide Information about the objectives of SCM and the activities throughout the year.
Student Mentoring Cell	August Second Week	Meeting of the teachers-in-charge with the core committee of the cell Venue: Department of Statistics	To instruct teachers about the student mentoring scheme. To prepare the list of student mentors from the second year courses of the college, suggested by the teachers-in-charge.

Rotaract Club	13 August, 2014	Seminar on Environment Pollution in St. Michael School.	To bring awareness amongst the young school students with regard to pollution and its effect.
Rotaract Club	15 August, 2014	Singing Competition of Patriotic Songs in St. Michael	To provide a platform to talented students.
*SQAC- Collaboration with all departments / cells of the college	16 August 2014	Orientation Programme "You, We & Hislop" for the first year students of the college. Venue: Shalom	To orient the new entrants about the college and activities of the cells and departments and to make them aware about student incentives'
Rotaract Club	30 August, 2014	Seminar by Mahinder Sir (Life Skill)	To impart the important aspects of Life Skills.
SCM	August last week	Inauguration and Installation Venue: Shalom	Formation of Student committee and encourage leadership qualities.
Student Mentoring Cell	Last week of August 2014 (After common orientation programme for Part-I students).	Selected student mentors' meeting with the core committee of the cell Venue: Department of Statistics	To train them for carrying out student mentoring activity effectively. To instruct them about how to maintain the mentoring record.
Rotaract Club	6 September, 2014	Seminar By Shabbir Sheikh Venue: Classroom	To inspire students through a motivational talk by an entrepreneur.
SCM	September second week	Retreat	To encourage members to be more Christ centered, counseling for being good leaders.
*Environmental Cell & HRD	6 September , 2015	Green Talk- for staff and students Green Talk- for staff and students Venue: Shalom	Sensitizing students and staff regarding the present environmental concerns and their solutions.
*Environmental Cell & Rotract Club of Hislop College & Rotary Club of Nagpur.	8 September , 2014	Nirmalaya Collection at Telenkhedi during Ganesh Visarjan	To save water bodies from pollution.
WSSC	11 September 2014	Celebration of "International Literacy Day" Venue: Whitton Hall	To inculcate the cultural and educational values among the citizens for national development.
HRD Cell	27 September , 2014	Talk Stress Management-Teaching and Administrative staff Venue: Smart Class Room	To cope with and manage stress.

PTA	27 September 2014 27 September 2014	Meeting with parents to install the office bearers of PTA Venue: Shalom	Installation of PTA to establish linkage with parents as the stakeholders and to receive feed-back about the college and teachers
T & P Cell	September 2014	Inauguration of Training and Placement Cell Venue: Shalom	To introduce students to the various activities that is going to be held under Training and Placement Cell during the year.
T & P Cell	September 2014	Workshop on Employability skills for students (WOW 2014) Venue: Shalom	To build confidence among students. To train students to succeed interview. To inculcate Communication Skills in Students
NSS	September 2014	Free Medical camp for the slum dwellers	Awareness among the slum dwellers about their health.
Competitive Examinations Guidance Cell (CEG)	September 2014	UGC & CSIR NET orientation programme for P G students Venue: Whitton Hall	Providing guidance to the PG students to clear NET/ SET exams
WSSC	September 2014	Guest lecture on “Women from Development to Empowerment” Venue: Whitton Hall	To understand the issues and problems of women in present situation.
SCM	October (Before Vacation)	Visit to Old age homes and Orphanage	To inculcate a sense of social responsibility.
Environmental Cell	October first week	Wild Life Week celebration	Creating awareness and sensitizing of students to protect flora and fauna
Student Mentoring Cell	October first week 2014	Student mentors special sessions with weak mentees	Remedial teaching learning for weak mentees. Guidance from peers.
Rotaract Club	6th-11th October, 2014	Camp on making Driving License	To provide a facility to the students for making their driving license.
T & P Cell	October, 2014	TCS Certified F & A Course	To Improve accounting Skills of Students
WSSC	October, 2014	Research based programme for students	To enhance research knowledge, skill and attitude among students. To explore students to use research methods for conducting social survey.

HRD Cell	11 October , 2014	Work shop- Office Automation and Administration Venue: Smart Room	To upgrade skills of office staff.
Athenaeum: Hislop Centre of Performing Arts- HCPA	October-November 2014	30 Day Theatre Workshop	To train for theatre.
Competitive Examinations Guidance Cell (CEG)	October 2014	Banking Exams and Opportunities Venue: Whitton Hall	Lecture on the opportunities in banking sector & preparation for CSIR exams
Human Rights Cell	18 November 2014	A Talk on-Role of Indian Constitution to protect the Human Rights Venue: Shalom	To bring awareness among students regarding their rights.
The Athenaeum: HLS Hislop Literary Society	22 November, 2014	Debate Competition Venue: Shalom	To develop debating skills and get over stage fear.
*Alumni Cell Training And Placement	24 November, 2014	Motivational Talk by Three Alumni Industrialists Venue: Shalom	Alumni interaction with student regarding present job opportunities in Vidharbha.
Human Rights Cell	25 November, 2014	A Talk on-Constitutional protection for violation of Human Right Venue: Shalom	To provide knowledge about the protection given by the constitution against violation of Human Rights
Athenaeum: Hislop Centre of Performing Arts- HCPA	29 November, 2014	Sugar and Spice- One act plays Venue: Shalom	To showcase talent through drama festivals before a larger audience segment.
Rotaract Club	29 November, 2014	Seminar By Rajendar Sir (Personality Development) Venue: Shalom	To help students in overall personality development
WDC	29 November, 2014	One Day National Workshop On the Topic "Diverse Laws and Implementation Of Laws Regarding Women In India" Venue: Shalom	To discuss national issues related with women
Equal Opportunity Cell	November 2014	Orientation Programme Venue: Whitton Hall	To create awareness about the purpose and activities of the cell.
T & P Cell	November/December 2014	TCS Certified "Campus to Corporate" 15 days programme.	To upgrade the abilities of the students so as to make them suitable for the Corporate World.

SQAC	6 December 2014	In-house one day workshop “Quality Enhancement in Higher Education from Students’ Perspective’’. Venue: Shalom	1) To involve students as an important entity in the process of higher education. 2) To focus the students’ requirements in higher education system. 3) To make students aware of their role in quality enhancement in higher education.
T & P Cell	December 2014	Organize Campus Placement Drive by reputed Companies (Appropriate training will be given on the day preceding the drive)	To provide placement to all deserving students.
NSS	December 2014- Second week	Street play	Society awareness.
Student Mentoring Cell	Second week of December 2014	Student mentors’ meeting with the core committee of the cell and feed- back session 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.
WSSC	December 2014	Awareness programme on Health and Hygiene for women and children in slum area	To orient women and children from slum areas about their health issues. To inform them about the importance of health and hygiene
The Athenaeum: HLS	6 December 2014	Poetry writing Competition Venue: Classrooms	
Human Rights Cell	9 December	A talk on-NGO’s role for protection of Human Right Venue: Smart Room	To bring the awareness among the students regarding NGO s role for protection of Human Rights
*WDC-NSS- Rotaract Club	10 December, 2014	Blood Donation Camp	To help poor thallemic patients
SQAC	12 December 2014 (proposal sent to UGC)	National Level one day workshop “Quality Enhancement in Higher Education from Students’ Perspective’’. Venue: Shalom	1) To involve students as an important entity in the process of higher education. 2) To focus the students’

			requirements in higher education system. 3) To make students aware of their role in quality enhancement in higher education.
Rotaract Club	13th December, 2014	Clean Up Drive	To clean the public places and make people aware about keeping the city clean.
Human Rights Cell	16 December 2014	A talk on-Role of Police for protection of Human Right Venue: Smart Room	To make the students aware about the role of police to protect the Human Rights
Alumni Cell	20 December , 2014	Live Concert / Any Other	Fund Raising
Rotaract Club	20 December, 2014	Workshop on Net and Mobile Banking Venue: Shalom	To provide guidelines to students regarding the use of internet for banking transactions.
SCM	December 2014	Annual Christmas Programme	
WSSC	December 2014	Field Visit in slum	To interact with the slum dwellers in the slum. To understand the problems of slum dwellers and create awareness about the social realities. To organize slum cleanliness programme with their participation. To conduct awareness programme on health.
Competitive Examinations Guidance Cell (CEG)	December 2014	Workshop on CPT Exam Venue: Smart Room	Providing guidance to the Commerce students to clear CPT Exams
Human Rights Cell	2 January 2015	A talk on Role of Judiciary for protection of Human Right Venue: Whitton Hall	To spread the knowledge of Judiciary and its Jurisdiction regarding the protection of Human Rights.
NSS	January 2015- First week	Visit to Regional Anthropological science museum	To give information to the students about customs and cultures.
Equal Opportunity Cell	January 2015	Lecture on how to overcome inferiority Complex for SC/ST/OBC in terms of Caste related issues Venue: Whitton Hall	To help students get rid of this psychological pressure.

T & P Cell	January 2015	Organize Campus Placement Drive by reputed Companies (Appropriate training will be given on the day preceding the drive)	To provide placement to all deserved students.
SCM	January 2015	Medical Camps	Creating Awareness towards society and their needs
*Alumni Cell -WDC	9 January , 2015	Awareness Talk by Alumni on Life Style Diseases Venue: Shalom	Social responsibility of Alumni towards Students and Staff
The Athenaeum: HCPA	January 10, 2015	Workshop on Classical music Venue: Shalom	
PTA	10 January 2015	Meeting of office bearers of PTA and teachers in the committee Venue: Department of Statistics	To know the suggestions of Parents
Student Mentoring Cell	Last week of January 2015	Distribution of mentoring Certificate to Student mentors.	To appreciate their performance in mentoring activity
WSSC	January 2015	Study Tour	To expose students to social situation around them. To understand the living and working conditions of people. To permit students to live and interact in group.
Rotaract Club	February 2015	'Udaan'	
Rotaract Club	8 March, 2015	Women's Day Celebration Venue: Shalom	To organize stress buster activities for all Rotarians and Rotaractors.
Rotaract Club	15 March, 2015	Get Together Venue: Class Room	To organize stress buster activities for all Rotarians and Rotaractors
T & P Cell	February 2015	Organize Campus Placement Drive by reputed Companies (Appropriate training will be given on the day preceding the drive) Venue: Shalom	To provide placement to all deserved students.

Name **Dr. Jyoti Shiwalkar**
Coordinator, IQAC

Name **Dr Dipti Christian**
Principal & Chairperson, IQAC

Date: 24.8.2015