Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**HISLOP COLLEGE**
Name of the head of the Institution	**Dr. Prashant Shelke**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**07122532004**
Mobile no.	**9890654521**
Registered Email	**hislopiqac@gmail.com**
Alternate Email	**shelkep@gmail.com**
Address	**Temple Road, Civil Lines,**
City/Town	**Nagpur**
State/UT	**Maharashtra**
Pincode	**440001**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Dr. PRATIK E. P. MICHAEL**
Phone no/Alternate Phone no.	**07122532004**
Mobile no.	**9860104874**
Registered Email	**hislopiqac@gmail.com**
Alternate Email	**hciqac2020@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://hislopcollege.ac.in/wp-content/uploads/2020/10/AQAR-2017-18.pdf
4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://hislopcollege.ac.in/wp-content/uploads/2020/11/AQAR2018_19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B++**	**80**	**2004**	**16-Feb-2004**	**15-Feb-2009**
2	**A**	**3.15**	**2010**	**28-Mar-2010**	**27-Mar-2015**
3	**A**	**3.31**	**2016**	**16-Sep-2016**	**15-Sep-2021**

6. Date of Establishment of IQAC	**01-Apr-2004**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Interaction of IQAC with College Management (HES)	20-Apr-2018 1	15
IQAC Meeting for Annual Action Plan	13-Apr-2018 1	10
Online Submission of NHERC-MIS Data	04-Oct-2018 3	34
Online Submission of AISHE Data	02-Feb-2019 1	34
Post NAAC Third Party Assessment	07-Dec-2018 2	215
Submission of Proposal for RUSA funds	13-Jul-2018 1	10
Annual Academic Audit for Departments & Cells	25-Jul-2019 7	157
Annual Administrative Audit	25-Jul-2019 7	86
IQAC Workshop on MOOC Modules	10-Oct-2018 1	29
Annual Flower Show	01-Dec-2018 2	5000
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	RUSA Infrastructure Scheme	RUSA	2018 365	10000000
Institution	B.Voc.	UGC	2019 365	4330000
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**7**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

IQAC motivated teachers for up gradation of econtent and development of innovative pedagogic tools for wider dispersion of knowledge resulting in creation of MOOC modules by faculty members.

Continuous internal evaluation as drafted by the IQAC for the TeachingLearning process resulted in sustenance of quality of student performance. This has manifested into 21 Hislop students bagging merit positions at the University level. Furthermore, 33 students were successful in NET, SET, GATE, TOEFL, IITJAM examinations.

To equip the students with employability and entrepreneurial skills, IQAC engaged with IGNOU to introduce 2 skill based courses. Additionally the college conducted 12 certificate courses to enhance student quality.

IQAC endeavours to provide students with an industrial exposure to increase their experiential learning. This has resulted in around 355 interns gaining professional exposure with established employers from various sectors like research institutions, financial institutions, media houses etc.

Under the aegis of IQAC, the college magazine adopted innovative practices to give a platform to the students to display their writing skills and creativity. This bore fruits with the college magazine "The Hislopian" getting the First prize in the University for the third consecutive year.

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

Plan of Action	Achivements/Outcomes
Development of e-Resources	IQAC motivated teachers for upgradation of econtent and development of innovative pedagogic tools for wider dispersion of knowledge. This enabled teachers to develop eresources which were made available to the student on institutional web portal. MOOC modules were also developed under this initiative.
Inculcation of Entrepreneurial Skills among students.	Under the supervision of IQAC, Entrepreneurship Development Cell inculcated entrepreneurial temperament amongst the students and expanded their horizon through two major events 1. Ready to Innovate'Worldwide forum

	organized an intercollegiate poster presentation competition for NonTechnical Institutions in Nagpur, on the topic 'Smart Campus' 2. 'Green wheels on air', A Radio Outreach Programme for Urban Mobility India Conference sponsored by the Ministry of Housing and Urban Affairs (MoHUA), GOI, and GIZ, Germany
Third Party Assessment & Evaluation of the preparedness of the college for NAAC	IQAC invited representative members of United Board of Christian Higher Education in Asia to conduct external academic audit to assess college performance and preparation post NAAC 3rd cycle. This procedure helped in third party assessment and revaluation after 2.5 years of NAAC re-accreditation
Enrichment of curriculum with addition of value based courses	IQAC engaged with IGNOU to introduce courses focused on enhancement of employability and entrepreneurial skills. This led to the inception of 2 skill based courses. 1. Post Graduate Diploma in Animal Welfare (PGDAW) 2.Certificate Course in Bee-Keeping (CIB)
Strengthening Research	1. 03 faculty members were awarded with Ph.D. degrees during the session. With this the overall percentage of permanent faculty with Ph.D. became 80 2. Department of Biotechnology established an international research collaboration with Skolkovo Institute of Research Technology, Russia 3. 1 International, 1 National, 1 State and 32 College level workshops and seminars were conducted 4. IQAC conducted workshop on IPR in collaboration with RGIIPM, Nagpur for PG Research Centres 5. Department of English was recognised as a Research Centre to become the ninth research centre of the college
Engendering environmental awareness & consciousness in society	Going by the IQAC watchword of "Go green", the college organised the 15th edition of Flower Show which received a major foot fall from the whole city. IQAC strives to make the campus and its human resource, environmentally conscious, and sticking to this principle the Environment cell engaged in several field exercises engendering awareness on critical environmental issues 1. Nirmalya Collection during Ganeshotsav at Futala Lake 2. Butterfly Survey at Seminary Hills, Nagpur 3. Wetland bird Survey at Ambazari Lake,

	Nagpur
Maximizing Student Support, Participation & Activities	1. Internship programmes for Summer19 were conducted with 17 local companies 2. Megaevent Athena Fest provided a platform to showcase the extracurricular talents of students 3. Grand finale of Hislop Bicentennial Celebration with the release of commemorative stamp and souvenir.
Augmentation of Student Performance & Learning Outcomes	1. Remedial Teaching and Bridge courses for struggling learners were conducted by the departments. 2. Seminars and video lectures were conducted for advanced learners 3. Boot camps for exam preparations 4. Classroom Programmes for various national level examinations were conducted. 5. The efforts taken in TLE were endorsed by 21 merit positions at university level, and several students clearing NET, SET, TOEFEL, GRE, CET etc.
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
College Development Committee	19-Jul-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**
Date of Visit	**07-Dec-2018**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2019**
Date of Submission	**22-Feb-2019**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**The college has an MIS which is a web based application developed on the latest technology using Python, Bootstrap, PHP, etc. The MIS works on different levels viz. Principal, Registrar, HODs, Academic Staff,**

Administrative staff and Students. The MIS has the facility of Online Registration for admission, which generates the user id and password for the student. This includes filling up all the relevant information as well as uploading of all the necessary documents required for admission. The MIS has the feature of Generation of Merit List as well as waiting list of students for admission with the reporting time to the college admission committee. The Admission committee can verify the uploaded documents and process the admission. Once the admission is offered to the student, the student can pay fees through the online portal. The fee receipt is generated online and available on the student portal. The student's admission is later confirmed and communicated. The university examination fee is also paid online and the exam form is automatically generated with all the fields filled in. This reduces the time and efforts of the students. A regular communication to students and parents is done through the MIS via SMS or emails. The MIS also has the facility of online academic and administrative clearance and online Transfer Certificate application. The students also can update their marksheets online for progression to the next class. The Academic Staff can easily access the roll list of students of their respective courses with their choice of subjects. The Academic clearance for all the students is given online by the faculty members. This saves lot of time, energy and paperwork. The administrative staffs gets all the mandatory formats to be submitted to the university or other statutory bodies from the MIS at a click. The admin staff can generate Student Icards, Bonafide Certificates, Transfer certificates, Admin and Library Clearance on a click. The Accounting staff gets all the records of online fee transaction conveniently and the data is technically compatible to the accounting software for further auditing and accounting procedures. The Management, The Principal and The HODs can view all the information related to students registered, admitted, etc. They can also view the details of

teachers, subjects allotted to them, etc. Overall the MIS is very user friendly and has significantly eased the processes in the college for Students as well as college authorities.

| Part B |

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

• As the college is affiliated to RTM Nagpur University, the college is required to follow the academic calendar and the syllabus prescribed by the University. A time-table committee constituted by the Principal and headed by a senior faculty member chalk out the time table of theory classes, practicals and tutorials for the three streams - Arts, Commerce and Science. The Head of each department allocates the subjects and permissible work load to each teacher based on his/her area of expertise and interest. Teachers maintain a record of all activities in their diaries and get them signed by their respective HODs every month. • In order to foster an all-round development of the students and to equip them with skills required to succeed in the 21st century, each department and the various extension cells of the college plan a host of co-curricular activities which complement the academic pursuits of the students. These include workshops, seminars, guest lectures, awareness programs, projects, debates, drama, quizzes, sporting events, cultural activities as well as various skill development and valued added courses. A compiled calendar of the activities, made by IQAC, is published in the student handbook which is given to the students at the beginning of the academic year. • Teachers are encouraged to go beyond the talk-chalk method of teaching and use innovative, learner-centric techniques such as peer mentoring, group discussions, experiential projects, inter-departmental seminars, presentations, case studies and activities of special interest groups. The PowerPoint presentations, streaming videos, NPTEL lectures and videos are made available to the students through college web portal. Our college has a unique practice of having Second and Final year students act as student mentors for the First year students so that the spirit of peer learning is fostered. Learner performance is periodically assessed through unit tests, viva voce, assignments, projects, seminars, presentations etc. • The institute invests in the professional development of teachers by allowing them to participate in refresher and orientation courses, seminars, workshops and MOOC courses to hone their skills. Moreover, the Institution also organizes Faculty Development Programs to equip the teachers with the latest teaching techniques. A unique goal-setting tool called KEY RESULT AREA (KRA) for teachers has been introduced which requires them to submit their academic goals for the coming academic year to the Principal. At the end of the academic session each teacher has to submit his/her Daily Notes along with completed Performance-Based Appraisal Form (PBAS) and the KRA form for scrutiny by the Principal. The Principal takes the help of a duly constituted PBAS Review Committee to help assess teacher's annual performance. Feedback with suggestions is then given to individual teachers. • IQAC prepares an Annual Academic Audit (AAA) proforma to document the yearly institutional processes and practices. This report is presented in the College Development Committee meeting. The Principal presents College Annual Report in the Staff Fellowship Programme. The annual college magazine, The Hislopian, provides a comprehensive report of the various activities and

| | | achievements of the college. | | | |

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Allied Agricultural skills	Nil	13/07/2018	30	Entreprene urship	Floriculture , Vermicompo sting , Mushroom cultivation
Research Methodology	Nil	27/02/2019	21	Both	Research skills
Certificate Course in Networking, Computer Hardware and Maintenance	Nil	06/08/2018	53	Know how of Hardware Installation , Up gradation, Fault finding in Computers can generate both employa bility and e ntrepreneurs hip	Know how of Hardware Installation , Up gradation, Fault finding in Computers
Interdepar tmental Workshop on JMOL Application and Bio-Python	Nil	11/02/2019	10	Employabil ity	Skill development
Training on 'Data Science with R'	Nil	14/01/2019	15	Employabil ity	Skill development
Certificate Course in Beekeeping	Nil	11/05/2018	5	Employabil ity and Entr epreneurship	Hands on training in Beekeeping
Food Preservation and Quality Control	Nil	29/08/2018	30	Employabil ity	Training in food preservation techniques
Bioinforma tics	Nil	03/09/2018	30	Employabil ity	Learning of bioinform atic softwares
Internet of Things	Nil	24/09/2018	7	Employabil ity	To improve the usage effectively

Programming on C Language	Nil	16/01/2018	9	Employability	Skill development
Communication Skills and Personality Development Course	Nil	04/02/2018	30	Employability	Skill development
French Language Course	Nil	18/03/2018	30	Employability	Skill development

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BVoc	Tourism	31/12/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	330	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Phenyl Preparation Work shop	14/08/2018	55
Financial Literacy Communication Skills	14/08/2018	139
Personality development through Group Discussion	27/09/2018	62
Psychometric Test Managerial Career for Leadership Development team building	29/09/2018	56
Artificial Intelligence	07/02/2019	84
New trends of Cloud Technology Information Security	12/01/2019	211
Workshop on Skills for Grooming Industry By Ms. Aarti Eliezer	25/09/2018	70

Introduction to Sexual Harassment Law	18/08/2018	64
TCS Certified:Finance and Account for BPS	20/02/2019	25
Human Values	21/03/2018	53

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Botany	1
MSc	Botany	5
MSc	Botany	2
BCom	Commerce	87
MSc	Chemistry	4
MSc	Chemistry	5
MSc	Chemistry	4
BA	English	5
MSc	Biotechnology	1

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

The institution has set up an effective mechanism to collect feedback from various stakeholders so that it can be used to propel changes in the way the institution operates and functions: ? SQAC and Student Mentoring Cell(SMC) of Hislop College conduct an annual written feed-back session in the month of March. The students are given a structured questionnaire form in which they are asked to assign scores 1 to 5 (Score 1 stands for 'poor' and 5 stands for 'excellent') and rate the following parameters of their teaching-learning experience on the campus- infrastructure, library, teaching staff, administration, discipline, co-curricular activities, college ambience, cleanliness in campus and guidance from peers. The scores are statistically analyzed to calculate the Student Satisfaction Index on a 5-point scale. Student mentors also directly register with the SQAC and the SMC about the feedback that is obtained from their buddies (mentees) with whom they interact personally. Based on the feedback given by the students, necessary steps are taken. Members of the SMC work throughout the year in guiding, helping and solving problems of the new entrants in all the course programmes. ? SQAC has also made a provision for students to register their grievances and problems to

their Grievance Redressal Cell through 3 Suggestion boxes placed on the ground floor. Cognizance is taken of their problems and intervention is made to address the issues raised by the students. ? Parent- Teacher Association also holds meetings in order to garner feedback from the parents. The Principal and the teachers give individual time to parents on a regular basis to discuss issues related to their wards. ? The Alumni Association of the college is a significant stakeholder that actively participates in the developmental activities of the college and provides feedback and advice to the Principal, teachers and students of the college. The alumni network's support is sought to provide scholarship to the underprivileged students and to give deserving students a platform for internships at different workplaces. ? The Annual Staff Meeting provides a platform for teachers to air their concerns and ideas to the Principal. The Principal also acts as a bridge between the teacher and the management and puts forth the views of the management. ? Regular interface between teachers and industry representatives help identify curricular aspects that require modifications so that students are equipped with employability and job relevant skills. These suggestions are incorporated in the various value added certificate and diploma courses which are designed to complement the university prescribed syllabus. On the basis of the recommendations of the stakeholders, the College effects changes, wherever possible, in the institutional processes and functioning.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MCom	Commerce	80	114	78
MSc	Zoology	22	27	22
MSc	Chemistry	28	46	28
MSc	Botany	22	31	21
MSc	Biotechnology	30	34	30
MSc	Biochemistry	22	20	22
BBA	NIL	120	555	143
BCom	NIL	320	927	312
BA	NIL	320	820	359
BSc	NIL	320	2453	303
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	3264	660	134	23	38

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-

learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
157	157	5	22	0	350

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Hislop College introduced student mentoring activity through Student Mentoring Cell (SMC) from the session 2011-12. The Student Mentoring Cell of the college has a network of a group of teacher mentors (around 35 teachers) known as teachers-in-charge. These teachers select the students mentors from Sem. III of degree courses, who become both a friend and a role model by supporting and encouraging new entrants in his/her academic and personal growth. The Student Mentoring Cell assigns groups of new entrants to these selected student mentors on the basis of batches or subject groups. The student mentors are then guided by the committee and their teachers in charge explaining how to reach the allotted group of new entrants and provide them support whenever required, on the following features of college campus. • Orienting the new entrants about- o Infrastructure and Historical legacy of the Institution: o Free-ships /scholarships, filling of examination forms and timely payments of various dues and examination fee. o Extracurricular and Co-curricular activities of the extension cells of the college. o Guidance on Career planning for future courses and Campus placements. o Literary activities like becoming member of student editorial board or contributing matter in the College Magazine o Participation in Departmental activities • Grievance Redressal Mechanism: The student mentors also solve the scholastic and emotional problems of the new entrants to some extent by sharing their own experiences. They try to know and solve the grievances of fresh students about matters related to college. The student mentors share the grievances of their mentees first with their teachers in charge / convener of mentoring committee and then with the Principal to find a possible solution. The teachers in charge supervise the work of student mentors. The student mentors are provided with a format for recording their mentoring activity work. At the end of the session, the student mentors submit these mentoring sheets to the committee and share their feedback with the convener of SMC. A written feedback form is given to all student members of the cell based on a 4-point scale regarding all aspects of college life. Based on their opinions, scores are calculated for each aspect and Student Satisfaction Index is constructed annually and reported to IQAC. • Useful observed outcomes of the Student Mentoring Cell: o A teacher by default is a mentor. The present Student Mentoring System in Hislop College helps to develop a peer mentor, enhancing healthy student-teacher interaction by bridging the gap with the newly admitted student. o Promotes peer sharing for focused goal setting o Helps in maintaining campus discipline o Increases the classroom attendance o Student Satisfaction Index and the grievances shared with the student mentors help the college management to know the areas of improvement for the Institution. o It helps the student mentor in developing leadership qualities.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3924	157	1:25

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
85	54	31	0	43

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies

2019	Dr. (Ms) Kalpana Jadhav	Assistant Professor	Women Achievers Award by Times of India
2018	Dr. R. J. Andrew	Vice Principal	LIFE TIME ACHIEVEMENT AWARD at National Seminar on Modern Perspectives in life sciences, Chimur.
2018	Dr. Amit A. Zapate	Assistant Professor	T.V. Gedam gold medal in PhD degree in RTM university.
2019	Dr. Pratik E. P. Michael	Assistant Professor	Second Prize in Paper Presentation (Poster), International Conf. On Redefining Environmental Governance for Smart City 2nd March 2019.
2019	Dr. Shoeb Khan	Assistant Professor	Second Prize in Paper Presentation (Poster), International Conf. On Redefining Environmental Governance for Smart City 2nd March 2019.
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BBA	BBA	BBA Sem VI	02/05/2019	28/06/2019
MCom	M.Com.	M.Com. Sem IV	15/05/2019	05/07/2019
MSc	M. Sc. Zoo.	M. Sc. Zoo. Sem IV	17/05/2019	20/06/2019
MSc	M. Sc. Chem.	M. Sc. Chem. Sem IV	17/05/2019	20/06/2019
MSc	M. Sc. Bot.	M. Sc. Bot. Sem IV	17/05/2019	20/06/2019
MSc	M. Sc. Biotech.	M. Sc. Biotech. Sem IV	17/05/2019	11/06/2019
MSc	M. Sc. BioChem.	M. Sc. BioChem. Sem IV	17/05/2019	11/06/2019

BCom	B.Com	B.Com Sem VI	03/05/2019	12/06/2019
BA	B. A	B. A Sem VI	26/06/2019	11/07/2019
BSc	B.Sc.	B.Sc. Sem VI	31/05/2019	28/06/2019

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

The College has an institutionalized Internal Evaluation system that ensures a continuous assessment of the enrolled students. The mechanism involves the following • B.Sc., B.A and B.Com (Odd Semester): Two unit tests are conducted, preferably, one in September and second in the month of October. • B.Sc., B.A and B.Com (Even Semester): Two unit tests are conducted, preferably one in January and second in March • Each unit test is of 20 marks in each subject in both the sessions • Records of all examinations with students' attendance, signature and examiners' signature are maintained by the respective departments • All PG departments also follow the Internal Assessment in terms of a Seminar and unit tests as per the specific requirement of the subject under the University guidelines and maintain departmental records. • All departments analyse the University results for their respective subjects and maintain the records for UG as well as PG courses • Departments also follow the draft of the Internal Assessment mechanism for Continuous Internal Evaluation (CIE) of students as per the university directives. • Additionally, departments enjoy the autonomy to device their markers of effective teaching and learning. The various other mechanisms followed include surprise tests, group discussions, quizzes, presentations etc. • Discussion on analysis of class tests and written assignments is a regular feature in the institution. Based on this evaluation, individual counselling and remedial classes are provided as per the requirements of the student. Question banks are also made available to the students. Model answers are discussed with the students at the end of the session for their comprehension of university examination pattern. This ensures optimum performance of the students in the University examinations.

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

• Annual Academic Calendar The Annual Academic Calendar is prepared by IQAC Calendar Committee before the commencement of each academic session. The calendar is drawn out on the basis of curricular, co-curricular and extracurricular activities submitted by all the departments, cells and associations. The schedule is prepared by seamlessly merging the teaching, practical and examination days with the University academic schedule. The priority at all levels of planning and execution is to optimally utilize the number of teaching hours. • Teaching Plan Teaching plan is prepared by the departments for every semester/session. This is done by faculty members taking into consideration the syllabus prescribed by Nagpur University, the available time for theory and practical classes, the examination schedule and evaluation time. The teaching plan factors in the following components for effective execution: • Completion of syllabus and practical classes. • Time table for theory and practical classes. • Contents and schedule of Bridge Course. • Resources planning and management for benefit of the students. • Coverage of special topics, if any. • Teaching methods to be adopted. • Preparation of questions banks as per the course prescribed in the syllabus. • Unit-wise home assignments for students. • Extra and Remedial Classes. • Assessment and Evaluation. • Evaluation Blue Print The Internal Evaluation schedule is provided to the students in the Students Handbook at the beginning of the session. The continuous Internal Evaluation Pattern in form of unit tests, assignments, seminars etc. is communicated to the students at the departmental level. Students are notified regarding the same through the departmental notice

2.6 – Student Performance and Learning Outcomes

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

https://hislopcollege.ac.in/AQAR2020-21/2.6.1_Outcomes.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BBA	BBA	NIL	71	68	94
M.Com	MCom	Commerce	47	37	79
M.Sc Zoo	MSc	Zoology	17	15	88
M.Sc Chem	MSc	Chemistry	21	20	95
M.Sc Bot	MSc	Botany	20	16	80
M.Sc Biotech	MSc	Biotech	28	25	89
M.Sc Biochem	MSc	Biochem	22	21	90
B.Com	BCom	NIL	223	194	87
B.A.	BA	NIL	190	156	82.10
B.Sc.	BSc	NIL	264	214	81.06

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2.7 – Student Satisfaction Survey

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

https://hislopcollege.ac.in/wp-content/uploads/2021/07/SSSReport.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	730	UGC	130000	105000
Minor Projects	730	UGC	50000	42500
Minor Projects	730	UGC	115000	97500
Minor Projects	730	UGC	70000	60000
Minor Projects	730	Maharashtra State Biodiversity	300000	100000

		Board		
Minor Projects	730	UGC	415000	340000
Major Projects	730	IGNCA	250000	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
10th South Asian Dragonfly India Meet Symposia 2018	Zoology	03/10/2018
"Recent Trends in Mathematical Modeling, Simulation Methods, Computations and Physical Sciences (MMSCP-2019)"	Mathematics, Computer Science and Physics Electronics	11/03/2019
Natural Language Processing | Neuro Linguistic Programming (NLP - 2019)	Computer Science and Psychology	05/02/2019
Workshop on Intellectual Property Rights (IPR-2019)	PG Science (Botany, Biochemistry, Biotechnology, Chemistry Zoology) IQAC, Hislop College	18/02/2019
Ecological Character Assessment Workshop-by Dr. Debbie Bartlett and Dr. Sarah Milliken from University of Greenwich, London	Botany	04/01/2019
Dr Ira N. Nimdeokar Memorial Lecture 2018-19	Post Graduate Department of Chemistry	05/09/2019
'Chem-Mystery 2019	Post Graduate Department of Chemistry	29/01/2019
CHEMS COM 2018	Chemistry	27/09/2018
Symposium On Simulation Methods and Computations	Computer Science	05/03/2019
Sanskrit" Chhand" i.e.Metres workshop	Sanskrit	17/10/2018
One day Workshop in Beekeeping for Farmers	Zoology	28/01/2019
JMOL Application and Biopython	Biochemistry	11/02/2019
Funding opportunities for science Technology projects with societal	Biotechnology	24/04/2019

benefits		
PCR- techniques and application	Biochemistry	08/02/2019
Expert Talk on Windows Application	Department of Computer Science	13/07/2018
Seminar on Recent Trends in Information Technology	Department of Computer Science	01/09/2018
Seminar on Cloud Technology and Information Technology	Department of Computer Science	12/01/2019
Symposium On Simulation Methods and Computations	Department of Computer Science	05/03/2019
Workshop on "Strategies to Improve Results",	Department of Mathematics	10/12/2018
Conducted a Brief Survey on "Students Satisfaction Index"	Department of Mathematics	10/12/2018
Interactive session on "Attitude of Gratitude", Guest was Dr. Priya Pendharkar, Head, Department of Sanakrit, Hislop College, Nagpur	Department of Mathematics	19/12/2018
"National Voter's Day" with awareness rally and Quiz Competition	NSS and various departments	25/01/2019
National Science Day – 2019"	Department of Mathematics, Statistics and Computer Science	28/02/2019
Studying the interactions of dopamine with serotonin 2A receptors by Shuchita Soman	Department of Biotechnology	19/12/2018

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Intelligent System Prepaid Energy Meter	Mr. Divesh Gajarlawar Miss. Kajal Sahare	Raman Science Centre	15/02/2019	II Prize awarded
Nisin Appears to Rescue the Cognitive Impairment in Drosophila melanogaster Caused Due to Amyloid Beta 42 Peptide Induced Neurotoxicity	Shreyas Sakharwade	RTM Nagpur University	04/01/2019	University level
Green synthesis of	Girija Jogwar	RTM Nagpur University	04/01/2019	University level

copper nanoparticles from Ocimum sanctum leaf extract and their antibacterial activity				
Novel Anti-Microbial Peptide from an Enviormental Rare Actinobacterium	Gandhar Pusalkar	RTM Nagpur University	04/01/2019	University level
Novel Anti-Microbial Peptide from an Enviormental Rare Actinobacterium	Hemanshi Dudani	Gondwana University	18/01/2019	Inter-University
Synthesis and Characterization of Co (II), Cu (II) and Fe (II) complexes with thiocarbohydrazone	Kajal Baseshankar Swati Lambodari	Institute of Science, Govt. of Maharashtra	07/03/2019	Poster Presentation (M.Sc. Student),2nd Prize
Hydroponics	Bhairav Matghare	Institute of Science, Govt of Maharashtra	07/03/2019	Oral Presentation (M.Sc. Student),Ist Prize
Adsorption using waste to treat waste water and its applications	Richa Choudhary Jyoti Dasila	Raman Science Center	17/02/2019	PG Student
Effect of vermin compost and Gliocladium virens on the growth and biological control of Root rot	Ms. ManishaPande Ms. Harshana Thakur	Inter-University Research Convention, AAVISHKAR 2018	04/04/2019	PG Student
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	03	02

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

Name of the Department	Number of PhD's Awarded
Botany	5
Chemistry	2
Commerce	2
Bio-technology	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Chemistry	7	4.03
International	Commerce	7	5.80
International	Philosophy	7	5.72
International	Psychology	3	4.30
International	Sanskrit	1	5.50
International	Zoology	8	4.48
International	History	3	5.85
International	Biotechnology	5	2.65
International	Mathematics	2	4.03
International	Biochemistry	2	5.47

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

Department	Number of Publication
Physical Education	1
English	3
Hindi	2
History	2
Computer Science	5
CMC	1
Commerce	2
Chemistry	1

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
In vitro culture of Petroselin umcrispumL . (Parsley) an aromatic herb	Shivani Dongarwar, Mousumi Bhowal and Ashwin iRangari	Indian Journal of Fundamenta l and Applied Life Science	2018	78.27		Department of Botany Hislop College	0
Breeding behaviour of the Coromandel Damselfly Ceriagrion coromandel ianum (Fab ricius) (Z ygoptera: Coenagrion idae) in central India	Thaokar, N.R., Verma, P.R., Andrew, R.J.	Journal of Threatened Taxa	2018	13		Department of Zoology Hislop College	1
Synadenium grantii leaf extract decreases the aggreg ation, nucleation and formation of urinary crystals	Mashitha V. Pise	Europian journal of Biomedical and Pharma cuitical Sciences, Volume: 5 Issue: 8 435-440	2018	6.04		Department of Biochem istry Hislop College	0
Optimiza tion and c haracteriz ation of antifungal metabolite from a soil actin omycete St reptomyces indiaensis	Bhosale, H J Kadam, T A Mirajgave, R S Holkar, S K	Indian Journal of Biotechnol ogy 2018, 17(2), 261-271	2018	0		Hislop School of Biotechnol ogy, Hislop College, Nagpur	1

Note: The above table has columns: Title of the Paper, Name of Author, Title of journal, Year of publication, h-index, (blank), Institutional affiliation, and a final numeric column. Reproducing faithfully:

Title of the Paper	Name of Author	Title of journal	Year of publication	(value)		affiliation	(value)

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Synadenium	Mashitha V. Pise	Europian journal of	2018	3	0	Department

grantii leaf extract decreases the aggregation, nucleation and formation of urinary crystals		Biomedical and Pharmacuitical Sciences, Volume: 5 Issue: 8 435-440				of Biochemistry, Hislop College, Nagpur
Rare actinobacteria: a potential source of bioactive polyketides and peptides	Sunita Bundale	World Journal of Microbiology Biotechnology Vol. 35, Issue 6	2018	4	0	Hislop School of Biotechnology, Hislop College, Nagpur
Novel aromatic polyketides from soil Streptomyces spp- purification, characterisation and bioactivity studies	Sunita Bundale	World journal of Microbiology and Bio technology	2018	0	1	Hislop School of Biotechnology, Hislop College, Nagpur
Colourable rare actinomycetes from Indian forest soils: Molecular and physicichemical screening for biosynthetic genes	Sunita Bundale	Iranian Journal of Microbiology	2018	0	1	Hislop School of Biotechnology, Hislop College, Nagpur
Multifunctional activated carbon with antimicrobial property derived from	Sunita Bundale	Journal of Environmental Chemical Engineering	2018	0	3	Hislop School of Biotechnology, Hislop College, Nagpur

Delonix regia biomaterial for treatment of wastewater						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	12	47	11	11
Presented papers	28	39	2	0
Resource persons	8	14	11	6
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Quiz Competition	Human Right Equal Opportunity Cell	6	93
National Voters Day	Human Right Equal Opportunity Cell along Election Literacy Club, Hislop College	10	196
Traffic Rules and Safety workshop	Human Right Equal Opportunity Cell along with NSS	5	87
Knowledge Series- Training Module	Alumni Association and NIIT Nagpur	4	142
Friendship Day at Blind School	Rotaract Club Hislop College	2	12
CATC (MUL)	3 Mah Girls BN	1	19
ROCK CLIMBING(GWALIOR)	3 Mah Girls Bn	1	2
NILGIRI TREKKING CAMP (OOTY)	NCC directorate TN,P AN	1	5
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited

National Science Day -2019	II Prize for their entry 'Onions: Truth behind the tears' in Science Video Clip Competition	RTMNU and Technology Park with the support of NCSTC and DST, GOI and Rajiv Gandhi Science and Technology Commission, Govt. of Maharashtra		3
2 Days National Students Conference- NSC-2019- Emerging Trends in Fundamental Sciences	2nd Prize and Citation for presenting a poster entitled, 'Seed Bank: Reservoir of future Crop'	Institute of Science, Nagpur		2
Intercollegiate Science Model Poster Making Competition, recent innovation in life science - Hijacking the Host'	Ist prize and a cash prize of Rs. 1000/-	Department of Botany, Mohta College of Science, Nagpur		2
Intercollegiate Science Model Poster Making Competition- 'Alternatives to Plastics A Step Ahead'	Consolation Prize	Department of Botany, Mohta College of Science, Nagpur		2
For Smart Generation of Smart City Design your own Smart Campus	First, Second and the Fourth prize out of the first 5 prizes.	'Ready to Innovate'-Worldwide forum		7
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Innovative activities green mobility in Nagpur	The Ministry of Housing and Urban Affairs (MoHUA), GOI, and GIZ, Germany	Green Wheels on Air	4	22
Urban Outreach programme on November 1, 2018 sponsored by Ministry of Urban Affairs, GOI Innovative activities	ED Cell of Hislop College	'Green Wheels on Air' It's a radio module programme prepared by students as an outreach activity spreading	1	10

green mobility in Nagpur		awareness about traffic safety, pollution free environment issues Green Wheels on Air		
Swachha Bharat	3Mah Girls Bn (NCC), Dept. of Physics/Electronics and CMC	Swachha Bharat	14	91
Subsidized Health Check up	Medcis Lab, Nagpur	Health Checkup Camps	1	5
Voter Awareness	Election Registration Office SQAC	Demonstration of VVPAT, Rally and Rangoli Competition	6	13
Disaster Management Training	NCDC (NDRF), Nagpur	Disaster Management Training	3	64
Clean Air Asia: Better Air Quality, Better Cities	Clean Air Asia	Perception Survey	4	33

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Faculty Improvement program at Asian University for Women, Bangladesh	Dr. Mashita Pise and Dr. Pooja Swami	Hislop college and United Board	10
State Level Workshop on Natural Language Processing | Neuro Linguistic Programming (NLP NLP - 2019)	Department of Computer Science and Department of Psychology	Self	30
National Conference on 'Recent Trends in Mathematical Modeling, Simulation Methods, Computations, and Physical Sciences'(MMSCP-2019)	Department of Computer Science, Department of Mathematics and Department of Physics &Electronics	Self	1
Research Collaboration	Dr. Sunita Bundale & Dr. Ilya Osterman	In Collaboration	1039

Student Project Work-"Bacterial Self-Healing Concrete"	10 Students of 8th semester - Manoharbhai Patel Institute of Engineering and Technology	Self	28

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Training Sharing of Research Facilities	Part of Ph.D work	VNIT, Nagpur	22/03/2018	20/12/2018	01
Training Sharing of Research Facilities	PG Research during internship	Lata Mangeshkar Dental College, Nagpur	24/12/2018	21/09/2019	01
Research	Project Work	Maharashtra Industrial and Technical Consultancy Organisation Limited, Pune	04/10/2018	06/03/2019	02
Research	Project Work	Sai Biosystems Private Limited , Nagpur	04/10/2018	06/03/2019	05
Research	Project Work	National Environmental Engineering Research Institute (CSIR-NEERI)	01/10/2018	06/03/2019	03
Research Project Work	Project Work	Institutes (Hislop College, Nagpur Nabira Mahavidhyala, Katol	01/02/2018	28/02/2018	01

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Skoltech, Russia	04/04/2019	Research Collaboration	2
Analytics, Pune Department of Statistics	12/01/2019	To train the students in the current field of Data Science and to make them employable. Activity: Certificate course on Data Science with R was conducted at the Department of Statistics by A. I. Analytics	20
Tata Consultancy Services	31/10/2018	Conducting TCS Certified Modules and Courses	43
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
2000000	1631000
1500000	4377000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Newly Added
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Library Management System	Partially	Libman 2.0	2009

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	63241	10719450	1119	359897	64360	11079347
Reference Books	19484	3598317	129	57874	19613	3656191
e-Books	9935000	5750	0	0	9935000	5750
Journals	32	83041	8	27932	40	110973
e-Journals	6000	0	0	0	6000	0
Digital Database	3	47200	0	0	3	47200
CD & Video	412	0	5	0	417	0
Others(specify)	20	21660	0	0	20	21660
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. Mousumi Bhowal	Botany Foundation Course	Moodlecloud http://botany-foundation course.moodle.com	10/07/2018
Dr. Hariom Puniyani	Financial Management	Moodlecloud http://hariompuniyani.moodlecloud.com	25/11/2018
Dr. J. M. Moses	Physical Chemistry	Moodlecloud http://gideon.moodlecloud.com	20/01/2019
Dr. Shubhajit Halder	Name Reactions	Moodlecloud http://shubhajithalder.moodlecloud.com/	14/07/2018
Mr. Ashish Katiya Ms. Vijeta Purohit Ms. Diksha Agrawal	UG – BCCA Project 2018	Moodlecloud https://cmcproject.moodlecloud.com	01/07/2018
Ms. Gayatri Bute Ms. Khushbu	PG – MCM/PGDCCA Project 2018	Moodlecloud https://pgcmcproject.moo	01/07/2018

Kushwaha Ms. Saudamini Jivtode			dlecloud.com	
Mr. Pravin Rotkar	Visual Basic BCCA – III Sem	Moodlecloud http://visualbasic2018.moodlecloud.com	05/08/2018	
Mr. Pravin Rotkar	Python BCCA – VI Sem	Moodlecloud https://pythoncmc2018.moodlecloud.com	05/08/2018	
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	278	154	3	10	1	23	80	20	11
Added	0	0	0	0	0	0	0	0	0
Total	278	154	3	10	1	23	80	20	11

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

20 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
The e-content by the faculty members is developed in AV Room, TP Cell, Conference Room, etc. using Smart Phones, Digital Camera, Tripod, Light System, Mice and editing software	https://www.hislopcollege.ac.in/pdfdocs/mediacentre.pdf

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
1490000	1122000	2780000	2623000

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

Regular meetings of various constituted committees are held to plan the use of grants received, as per the requirements from time to time. The college ensures optimum allocation and utilization of available and generated resources for the upkeep and maintenance of various facilities. Library • A library budget is granted to all departments every academic session. • The HODs submit the requirements of books which are duly approved by the Principal. The Library Committee meets periodically to review the needs of the library. • To ensure return of books, 'no dues' from the library is mandatory for students before appearing in exam. • The proper account of visitors (students and staff) on

daily basis is maintained. • Other issues such as weeding out of old titles, schedule of issue/ return of books etc. are chalked out / resolved by the Library Committee. Laboratories • A record of maintenance of instruments and equipments is maintained by lab technicians and supervised by HODs of the concerned departments. • The calibration, repairing and maintenance of sophisticated lab equipments are done by the technicians of related vendors. • The instruments and equipments used for experiments are annually cleaned and maintained by the concerned departments and record of maintenance is maintained by lab technicians and supervised by HODs of the concerned departments • The Stock entries are updated annually. • There is systematic disposal of waste of all types such as bio-degradable /chemical or e-waste. Classrooms • The College has a building committee for maintenance and upkeep of infrastructure. At the departmental level, HODs submit their requirements to the Principal regarding classroom furniture and other necessities. The college development fund is utilized for maintenance and minor repair of furniture and other electrical equipment. • Students are sensitized regarding cleanliness and motivated for energy conservation by careful use of electricity in classrooms. The maintenance and the cleaning of the classrooms and the laboratories are done with the efforts of the cleaning staff. There are technicians, masons, plumbers, carpenters deputed by management who ensure the maintenance of classrooms and related infrastructure. Computers • Computer maintenance through AMC is done regularly by the college staff and non-repairable systems are disposed off. Software and Hardware are periodically reviewed and upgraded as per requirement. The ICT Smart Class Rooms and the related systems are maintained with AMC of the corresponding service providers. The College website is maintained and updated regularly through AMC. Sports Facilities ? The College has its own sports ground that is maintained and upgraded regularly with the help of ground staff and other agencies. The Basket Ball Court, Tennis Court, Gymnasium and Indoor facility is maintained by the ground staff.

https://www.hislopcollege.ac.in/pdfdocs/PoliciesandProceduresformaintainingandutilizingphysical.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Institutional Student Welfare Schemes	481	1196056
Financial Support from Other Sources			
a) National	GOI Scholarship Schemes	476	2458384
b)International	Nil	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
BRIDGE COURSE	16/07/2018	913	Department of Biochemistry, Botany, CMC, Commerce, Chemistry, Zoology,

			English, Biotechnology, Computer science, Statistics.
Training in Reasoning and Aptitude	16/10/2018	50	IBT Nagpur
Exam Stress Relationship Management	15/03/2019	89	HISCAAN SQAC
Workshop on Work Skills (WOW)	12/10/2018	176	Training and Placement Cell, Hislop College
Remedial Classes	24/08/2018	217	Department of Biochemistry, Botany, CMC, Commerce, Chemistry, Zoology, English, Biotechnology, Computer science, Statistics.
Mentoring sessions for Student Mentors	13/08/2018	61	Mentoring Cell
Mentoring `sessions for teachers	13/08/2018	16	Mentoring Cell
Mentoring sessions for Student Mentors	22/01/2019	61	Mentoring Cell
Motivational Talk on "Live your Dream"	11/08/2018	62	Department of Commerce

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	CPLS-18	45	45	3	3
2018	CP-GATE 19	15	15	3	3
2018	COMMERCE NET	10	10	2	2
2018	ENGLISH NET	25	25	1	1
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	28

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
ICICI Prudential, Concentrix, HCL, TCS, Future Generali Insurance	224	108	Central India Institute of Medical Sciences(CIIMS)	2	2

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	7	B.Sc.	Biochemistry	Hislop College	M.Sc. Biochemistry
2019	1	B.Sc.	Biochemistry	Hislop College	M.Sc. Chemistry
2019	2	B.Sc.	Biochemistry	PGTD BIOCHEMISTRY, RTMNU	M.Sc. Biochemistry
2019	1	B.Sc.	Biochemistry	NIMS	M.Sc. GENETICS
2019	1	B.Sc.	Biochemistry	SYMBIOSIS, PUNE	M.Sc. BIOTECHNOLOGY
2019	1	M.Sc.	Biochemistry	PGTD BIOCHEMISTRY, RTMNU	Ph. D.
2019	1	B.Sc.	Biotechnology	Savitribai Phule Pune University	M.Sc Biochemistry
2019	1	B.Sc.	Biotechnology	Pondicherry University	M.Sc Microbiology
2019	8	B.Sc.	Biotechnology	Hislop College	M.Sc Biotechnology
2019	1	M.Sc.	Biotechnology	NEERI, Nagpur	Research

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

Items	Number of students selected/ qualifying
NET	15
SET	7
GATE	3
GRE	1
TOFEL	2
Any Other	47
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Know your Economy test exam-2019	Institutional	20
Model Parliament	Institutional	75
Excursion tour to Rashtrapati Bhavan	Institutional	100
Interactive Session	Institutional	45
Democracy Fortnight	Institutional	150
National Sports Day Players Orientation	Institutional	125
International Yoga Day	Institutional	174
Workshop on Health Fitness for Staff	Institutional	100
RTMNU Inter College Football Tournament	Intercollegiate	150
All India Karate Championship	National	400
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Gold Medal in International Robotics Challenge, IIT Bombay (Powai)	International	0	1	108158	Mr. Anmol Limje
2018	'Ready	National	0	1	102438,	Mr.

	to Innovate'-Worldwide forum				100998, 109422, 107283	Sourabh Gupta, Ms. Janhavi Jichkar, Ms. Arsha Jasmine, Ms. Anjaly Thandel
2018	'Ready to Innovate'-Worldwide forum	National	0	1	103784, 118955	Mr. Tejas Raut, Ms. Shreya Gharpande
2018	'Ready to Innovate'-Worldwide forum	National	0	1	116585	Ms. Jasleen Dadiala
2019	First Position in National Level Quiz Fest	National	0	1	111190, 109779	Ms. Pallavi Bandiwar, Mr. Abhishek Yadav
2019	4th prize in National Quiz Fest at Maulana Azad National Institute of Technology, Bhopal	National	0	1	111190, 109779	Ms. Pallavi Bandiwar, Mr. Abhishek Yadav
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college has a Student Council Representative, Mr. Hardik Ashtikar, represents college at the Affiliated University. The process of election is as per the RTM Nagpur University norms. The student representation ensures an active participation of students in administrative and academic planning at all stages. In College Development Committee, along with Management, faculty members and Administrative staff, they too are equally responsible effective monitoring of the college administration to ensure overall development of the college. Student representation is ensured through following forums throughout the year: 1. IQAC: The internal quality assurance cell is the main body responsible for planning and execution of various developmental programs for students and faculty members. Student representatives on the IQAC panel who participate in the core meetings of IQAC and help to frame the Annual IQAC calendar as per the inputs from the Departments. 2. Mentoring Cell: College maintains an active mentoring cell involving student mentors and teacher mentors forming a close network of Teachers and Students who are responsible to ensure disciplinary management, admission counselling, grooming of the fresh batches of the students and providing guidance in general. In the current academic year students of the mentoring cell played a pivotal role during the

arrangements of Bicentennial Founders day celebrations which spanned over a year. 3. College Representative (CR) and Class Representatives (ClR): Every year at the beginning of the session, class representatives are elected who then unanimously elect one college representative. This circle of CR and ClR is responsible for addressing student related grievances and planning the various interdepartmental, collaborative activities. 4. Student societies: The College also ensures student representation through platforms like Science Society, Commerce Society and Hislop Literary Society. These societies plan several programs related to their respective fields . These forums are mainly responsible for curricular and extracurricular programs of arts, science and commerce students. 5. Apart from these forums students are involved in various cells such as NSS, NCC, SCM who collectively plan and execute the societal activities, extension and ISR activities of the college. 6. College in association with various student bodies organizes different programmes to observe important days such as National Youth Day, Republic Day, Independence Day, 'Shramdaan' on Gandhi Jayanti, Samvidhaan Divas, Yoga Day, National Voters Day, National Mathematics Day, National Science Day, etc. in the college campus.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Yes- Registration Number- MAH-443/2010 (N) (21/4/2010), under Societies Registration Act,1860 Aims and Objectives of the Association: 1. To form an alumnus of all students who have passed out and teachers of Hislop College, Nagpur. 2. To conduct various programs for the alumni, like get-togethers, fellowship, sports, cultural programs, with an objective to bring together all students of Hislop College, Nagpur and promote fellowship amongst them and their family. 3. To create a website of the association so that, all the information can be made available for the benefit of all the members of association. 4. To undertake different activities in or outside Hislop College, Nagpur, for the benefit of college students and members like, career counselling, medical check-up camp, and other similar programs as per the decision of the Executive Body. 5. To establish scholarship programs for needy and deserving students of the college. 6. To institute and award prizes, scholarship and stipend for the needy students. 7. To do all such necessary acts that may be necessary to achieve the objects of association. 8. Establishing rapport and communication amongst the college and alumni and amongst alumni themselves. 9. Fostering fellowship and friendship amongst ex-students. 10. Help to raise funds for the college for special projects. 11. To organize and promote program for Career development of students and ex-students. 12. To develop a network for human and financial resources. 13. Compile, publish and constantly update a directory for its members throughout the world. Governing Body (Executive Committee): the executive committee will be the manager of the association and shall consist of President(01), Vice Presidents(02), Secretary(01), Joint Secretary(01), Treasurer(01), Executive Committee members (09 - College teachers and Alumni members) and the Chairperson (Principal of Hislop College) Powers and Duties of General Body: All members can participate in Body Meeting which is held once in a year. It takes final approvals, pass the budget and Audit Report and also takes approval for new programmes in interest of association. Tenure and Procedure for election of Governing Body: Elections for all the post of executive committee is held every 2 years in the general body meeting. In case more than two members stand for the elections then member with highest vote will be elected. Notice for the meeting is served through email and by SMS at least ten days prior to the date of meeting with date, time, place and agenda. Accounting year: Accounting year is from 1st April to 31st March of every year. Membership

and its enrolment procedure: Any Student who has studied from Hislop College, Nagpur and had left the College with age of more than 18 years or any staff member both past and present who have been posted in Hislop College can be member of this Association. Categories of Members: Life member – Members have to apply in a prescribed form to the governing body. After acceptance of membership application by the governing body membership fee (non-refundable) is accepted and their name is added in the association's database.

5.4.2 – No. of enrolled Alumni:
1052

5.4.3 – Alumni contribution during the year (in Rupees) :
395114

5.4.4 – Meetings/activities organized by Alumni Association :

The executive members of Hislop College Alumni Association meet on a regular basis for exchanging of ideas and also to discuss on list of programmes that needs to be executed for the betterment of the student Community. For the session 2018-19 a total of 8 (Eight) meetings were held, with 103 participants on the following dates: 28.07.2018, 11.08.2018 , 18.08.2018, 08.09.2018, 24.01.2019, 08.02.2019, 16.02.2019, 28.03.2019. The activities that were carried over for this period includes the following: 1. CAREER OPTIONS IN HEALTH CARE INDUSTRY Hislop College Alumni Association (HISCAAN) in collaboration with Student Quality Assurance Cell (SQAC) and Science Society organized an Industry Academia Interface for First- and Second-year Science students on 31, July 2018. Mr Sameer Joshi, Founder and Chairman, Trascender Services Pvt. Ltd., was the resource person for this session. 2. STUDENT INTERACTION Parag Kumar, Executive Director Nomura Securities Inc, Japan, and an alumnus of Hislop College (1983) addressed the students of Commerce and Management, at the Shalom Auditorium, Hislop College, in a programme organized by Hislop College Alumni in association with Commerce and CMC associations on September 11, 2018. He spoke on Artificial Intelligence and how it is playing a major role in trading leads 3. TRAINING MODULE Hislop College Alumni Association conducted a knowledge Series workshop over two days in the month of September 2018. This included a session on Entrepreneurship and an aptitude test followed by mock interviews. A Session New Age Entrepreneurship – Possibilities Unlimited, under the "Knowledge Series Workshop" programme for selected students as per HOPE Scheme was organized on 26 September 2018. Mr. Vishal Chawd, the resource person explained new age entrepreneurship through his own career path. 4. HOPE-FINANCIAL SPONSORSHIP FOR HISLOP STUDENTS The VII edition of HOPE - The Financial Sponsorship Scheme programme was held on 16 February 2019. Dr. Manila Kshirsagar, Principal Rajiv Gandhi College of Engineering and Research, Hingna, Nagpur delivered a motivational speech. She spoke on gratitude and attitude, which are two major aspects of the characters of an individual. 5. EXAM STRESS AND RELATIONSHIP MANAGEMENT Hislop College Alumni Association (HISCAAN) and Students Quality Assurance Cell (SQAC) of Hislop College jointly organized a programme on "Exam Stress and Relationship management'' on March 15, 2019. The benefits of this programme are going to be manifolds and will help all the students to identify the cause and solutions for greater management of stress and relationships. 6. SUMMER INTERNSHIP Hislop College Alumni Association Nagpur (HISCAAN) under the stewardship of present President Mr. Vijay Naidu, took the initiative to get this opportunity for its current Hislop students, and went about the task of selecting students for the appropriate internship.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The success of an institution is the result of the combined efforts of all who work towards attaining the vision of the institution. The Chairman of the Hislop Education Society, The Principal, The Vice Principals, The Heads of Depts, teaching and non-teaching staff, students and all the stakeholders have a significant role in building of the institution. Their involvement and cooperation in implementing decision making policies for academic and administrative affairs through various bodies and committees have contributed to the growth of the college. The college being permanently affiliated to RTM Nagpur University follows all such norms laid down by University as well as the Government of Maharashtra and UGC at both academic and administrative levels. The institution promotes decentralisation as well as participative management at the strategic and functional levels. Strategic level: The Principal, governing body, College Development Committee and the IQAC are involved in defining policies and procedures, devising guidelines and rules regulations pertaining to admission, examination, discipline, grievance redressal, support services, finance, infrastructure etc. Functional level: Faculty members share knowledge among themselves, students and staff members while working for a committee. Functional decisions are implemented through the administrative staff, teaching, laboratory staff and students. The institution has a mechanism of providing operational autonomy to various functionaries in order to ensure a decentralized governance system. 1. Principal Level The principal is the member secretary of the governing body and chairperson of the IQAC. The Principal in consultation with the College Development Committee nominates different committees for planning and implementation of different academic, student administration and related policies. All academic and operational policies are based on the unanimous decision of the governing body, College Development Committee and the IQAC 2. Teaching Faculty level Faculty members are given representation in various committees/cells and College Development Committee. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members. Following are the different committees which work at different levels: • Admission committee • Discipline Committee • Research and Publication Cell • Women Studies and Development Cell • Training and Placement Cell • Skill Development Cell • Entrepreneur Development Cell • Library Committee • Games and Sports Committee • Student Welfare and SQAC Committee • The Athenaeum (Hislop Cultural Body) • Human Resource Development Cell • Human Rights Equal Opportunity Cell • Attendance Monitoring Committee • Grievance Redressal Cell Etc. 3. Student level Students are empowered to play an important role in different activities through their active participation in different committees (listed below) which reinforces further decentralization. • IQAC • NSS • NCC • Student Mentors • Student Quality Assurance Cell (SQAC) University Representative • Gender Champions • Class Representative. • Student Editorial Board • Student Christian Movement • The Athenaeum (Student Cultural Body) • Students Society (Students societies for Arts, Commerce and Science) 4. Non-teaching staff are represented in the governing body and IQAC. Suggestions of non-teaching staff are considered while framing policies or taking important decisions.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details

Curriculum Development	Besides curriculum prescribed by RTM Nagpur University, total 13 certificate programmes were added during the academic year 2018-19 and total 17 value added/ career oriented courses were conducted by various departments of the college during the academic year 2018-19. 355 students were enrolled in different certificate courses during 2018-2019 academic year. 956 students were enrolled in different value added courses during 2018-2019 academic year. B.Voc. Tourism was also introduced.
Teaching and Learning	1. Teaching plans for the course module for every session are prepared. 2. The Principal at regular intervals assesses the implementation of the teacher's teaching plan/module and the conduction of classes as per the time-table through staff diary. 3. Academic clearance has become a regular process in the clearance form of the students to monitor the classroom attendance of the students. 4. The teachers update the Question banks as per the change in curriculum and distribute them among the students. 5. Home assignments are regularly given to students for continuous assessment. 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 through 'Learn from Peer' activity. 9. Extra classes are conducted by teachers to complete the course prescribed in the syllabus, if necessary.
Examination and Evaluation	1. Regular conduct of unit tests. 2. Ideal answers of the questions in unit tests are discussed with the students in Examination Boot Camp. 3. Continuous Evaluation of students through oral class test, home assignments, seminars, and projects. 4. Regular conduction of practical tests. 5. Regular conduction of Terminal Examination as per university pattern
Research and Development	1. Research Committee and IQAC take initiative in preparing and sending various proposals to ICSSR, DST, RUSA, NAAC, United Board, etc. 2. The total number of Research Centres in the

	College is 9. There are 14 faculty members who are recognized supervisors for Doctoral Research by the University.36 scholars are working for their Doctoral Research work in the research centres of the college. 3. 8 students have been awarded Ph. D. degree under the guidance of the supervisors while 5 students working in research centres have submitted their Doctoral research in the session 2018-19. 4. The percentage of staff with Ph. D. is 80 (43 staff members out of 54 permanent faculties)
Library, ICT and Physical Infrastructure / Instrumentation	Library : The College has subscribed to N-List to access e- learning resources. Faculties have access to more than 6000 e-journals and several links to e-learning resources. The Central Library and Department Libraries subscribe to over 40 National and 19 International journals. • Additionally, the College has an E-Learning Resource Center that provides 31,35,000 ebooks for faculty reference. • NPTEL URLs are provided by the Library to the staff to utilize audio video resources for teaching of their subjects. • Library also provides the Mobile application M-OPAC to staff and student users for book search from one or more library database as per the sorting key. • Learning resource centre conducted the orientation programme for senior college teachers on e-resources at the commencement of the session. • Library staff constantly participates and gets involved in Library related research work for up gradation of knowledge. The library continued the following best practices: • Library keeps track of regular user and acknowledges the student as the best reader in the college and prizes were awarded to 'Best Library User' and 'Best Book Reviewer' among the students. • UGC Book bank facility is availed to the students wherein the students can issue more than one book from the month of December till the exam clearance time. • A popular Book deposit scheme is practised by the library during examination period to help the needy students to use books by depositing a nominal amount which is refundable after the books are returned. ICT • All Departments have computers with hi-speed internet

	connectivity. Moreover, teachers also use equipment purchased (laptops, printers, data card) with grants from major and minor research projects. • Each Department has developed its own e-learning resources including lecture notes, handouts, question bank, teaching plans and topic-wise PPTs. • Usage of power point presentation by the faculty is a regular feature. • All departments have their own printers. Several also have multi-functional printers with photocopier and scanner. • Sharing of files and data in the college is effected by LAN. • ICT-enabled Classrooms with LCDs, interactive board enable teachers to use a combination of ICT-tools and traditional pedagogic methods. • Teachers make use of e- learning resources, OERs, mobile apps, LCDs, OHPs, PPTs, educational and entertainments films, MOOCs, and other virtual resources. Physical infrastructure /Instrumentation • Instruments were added to the departments as per their requirement by the staff from their research project grants and consultancy services. Significant upgradation of infrastructure in form of girls hostel and classrooms was also achieved.
Human Resource Management	134 staff members were benefited from various programmes organized by Human Resource Development cell of the college during 2018-19 academic year.
Industry Interaction / Collaboration	An MOU was signed with TCS and 2 courses "Campus to Corporate" and "Finance and Accounts for BPS" are being conducted in collaboration. Students after completion of the courses get an opportunity to be placed in TCS. Students along with teachers visited TCS and HCL to get acquainted with the working of the Company. Training and Placement Officer, Dr. Hariom Puniyani and member of the Cell, Dr. Ajay Yoel attended Shubhecha 2018. It was a meeting of minds of Nagpur residents to engage to share their respective perspective on developing the employability quotient of the future workforce. Dr. Hariom Puniyani attended Stakeholder Consultation and Design Workshop for YES Centre Nagpur. It is an end-to-end employment exchange platform. 108 students were selected

	amongst 224 students who participated in the on-campus placement drive in companies like ICICI Prudential, Concentrix, HCL, TCS and Future General Insurance and 36 students were placed in Off campus interview. 7 students were sponsored by Hislop College Alumni Association for internship program.
Admission of Students	1. Admissions are done on the basis of University recommendations. 2. College has the admission committee monitored by teaching and non-teaching staff. 3. 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 under close supervision of the admission committee. 4. For PG courses, the admission process is on the basis of Common Admission Process (CAP) controlled by competent authority of RTM Nagpur University, Nagpur. 5. Research centres admit the students on the basis of their Ph. D. Entrance test score (PET) subject to availability of vacant seats and supervisor for the subject.

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

E-governace area	Details
Planning and Development	E-mail IDs are used to plan various college-events and activities. Important notices and reports are also circulated via e-mails and integrated SMS service. IQAC has an official whatasp group. IQAC communicates various templates of Academic Administrative Audit/ AISHE data data via email id with respective departments.
Administration	1.Digital Notice display system for students and other stakeholders. 2. Regular exercise of online portal to upload expenditure related to Govt. fund. 3.Submission of retirement related documents through e- portal. 4.Regular Upload of scholarship data on Govt portal.
Finance and Accounts	1. Fully computerised office and accounts section 2. Maintenance of the college accounts through Tally. 3. Online receipt salary fund from Govt.
Student Admission and Support	1.Online admission (https://admission.hislopcollege.ac.in) including online payment gateway (Debit

	card/Credit Card/Net Banking/UPI) 2.Students' database is maintained through software and academic clearance is also executed by online software. 3.Various courses offered, faculty profile ,subject wise course outcomes are available in Hislop College website (www.hislopcollege.ac.in)
Examination	Hislop College is affiliated to RTM Nagpur University. Under the university portal, the college mediates online filling up of examination forms, online enrollment forms, uploading of internal marks,valuation etc.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Dr Mashita Pise Ms Pooja Swamy	Faculty Training Workshop at Asian University for Women Chittagong, Bangladesh.	Nil	39532
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Social Media and Profession alism	Nill	12/01/2019	12/01/2019	43	Nill
2019	Team Building and Leadership Skills Workshop	Nill	18/01/2019	18/01/2019	35	Nill
2019	Alternat ive Medicine Therapy- N	Nill	02/02/2019	02/02/2019	35	Nill

aturopathy : How to Cure Chronic illness without medicine by Naturopathy				

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
ARPIT online Refresher Course in Disaster Management	1	15/11/2018	30/03/2019	135
ARPIT online refresher course in Chemistry	3	01/11/2018	28/02/2019	120
Refresher course in ICT application and Soft Skills	1	04/01/2019	24/01/2019	21
PG Teachers Training/ Refresher Course in Life Science, Indian Institute of Science, Bangalore	1	07/06/2018	27/06/2018	21
Faculty Training Workshop at Asian University for Women Chittagong, Bangladesh.	2	22/02/2019	01/03/2019	8
Refresher Course in Business Management(Commerce/Economics/Management	2	17/09/2018	07/10/2018	21
Short term Course "Workshop on	1	19/11/2018	24/11/2018	6

MOOC's, E-Content Development and Open Educational Resources"				
Short term Course "Gender Sensitization"	1	01/10/2018	06/10/2018	6
Short Term Course on Disaster Management	1	19/11/2018	24/11/2018	6
UGC Sponsored Refresher Course in Physical Education conducted by HRDC Nagpur	1	10/10/2018	30/10/2018	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	104	0	27

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1.Hislop College Employees Credit Co-operative Society Limited 2.Fee Concession to the in house staff for their wards	1.Hislop College Employees Credit Co-operative Society Limited 2.Fee Concession to the in house staff for their wards	1.Financial Sponsorship Scheme for students from weaker section, Hislop College Alumni Association (HOPE) 2.Fee concession for Christian students 3.Maharashtra Govt/Central Govt. Scholarship

6.4 – Financial Management and Resource Mobilization

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

Auditing is an important part of the functioning of Hislop College . Here in Hislop College, during the years 2013-2014, 2014-2015, 2015-2016, 2016-2017 and 2017-2018, all the expenses made by the college and by its different units were audited by three different wings of the audit system viz. INTERNAL AUDIT, GOVERNMENT AUDIT/ FINANCIAL AUDIT and the audit team deputed by the Accountant General (AG) of Maharashtra. All expenses such as of revenue nature are audited by the Internal audit. Besides, any such expenditures involving payment from the grants received from the state govt, RUSA and the UGC is audited by the Internal audit, the Financial audit and the audit team deputed by AG of Maharashtra. Audit of accounts of Hislop College is also conducted by the Accountant General (AG) of Maharashtra from time to time and it is completed till 2019. The audit team deputed by the Accountant general of Maharashtra does the 'TEST CHECKING' of various types of accounts relating to the funds

especially received from the State government, RUSA and University Grants Commission (UGC). The audit team deputed by the A G of Maharashtra also audits stock registers, and conducts audit of Hislop College Library, audit of Works Expenses of the College and audit of all planned expenditure of the College. The Internal Audit of the college makes a thorough audit of the expenditures of the College. The Audit Department/ Audit Team works under the direct control and supervision of the Financial Advisor (Auditor) of the college. Audit objection, if any, is settled by the Accounts Committee (AC).

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Hislop Education Society(Management contribution)	6008000	Infrastructure Development

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6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	United Board of Christian Higher Education in Asia	Yes	IQAC
Administrative	Yes	United Board of Christian Higher Education in Asia	Yes	Principal and IQAC

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

1. First Year- Orientation for Parents Meeting on 22nd Sept. 2018: Establishing cordial relationship between the parents and their wards and regular communication between them to help them resolve their problems 2. Parents were informed about different short term courses / workshops available for the students to hone their skills to bridge the gap between industrial demand and existing curriculum. Parents were also enlightened about various Competitive examinations, scholarship schemes etc. 3. Meeting of office bearers of PTA on 22nd April 2019 with Hislop College Alumni Association: in order to ensure better participation of Parents, Students and Teachers and enrolling the final year students to Alumni Association.

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

1. Workshop on File Management and 'MODI' script was conducted to enhance indexing of documents under capacity development program. 2. Twenty one support staff members were trained on College MIS from 18th June to 23rd June, 2018 for implementation of e-governance in areas of admission and office work. 3. Yoga camp was organised for fitness awareness amongst supporting staff.

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

1. Initiated e-content, e-learning, enrichment of ICT Teaching-Learning and making them available to the students. 2. Steps were taken to reach the goal of paperless office through college MIS, particularly in aspects such as student academic clearance and generation of e-transfer certificate. 3. Significant upgradation of infrastructure, Girls hostel and classrooms. 4. Programmes were conducted at regular intervals to apprise the staff members regarding revised NAAC methodology 5. To provide wider range of course options through IGNOU platform to complement the conventional courses. 6. To mark the grand finale of Hislop College Founder day bicentennial celebration, a commemorative postal stamp was released by the postal department in presence of Honourable Shri Banwarilal Purohit, Governor of Tamil Nadu and Shri Nitin Gadkari, Union Minister of Surface and Transport and office bearers of CNI and HES. This program was conceptualised by IQAC to acknowledge the contribution of Hislop College in the field of education in Central India.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Workshop on Moodle Cloud ICT Learning Environment	06/10/2018	06/10/2018	06/10/2018	29
2018	Workshop on Revised NAAC Methodology: An overview and Strategic Planning	08/12/2018	08/12/2018	08/12/2018	77
2018	External Audit by United Board of Christian Higher Education in Asia to conduct external academic audit to assess college performance and preparation	07/12/2018	07/12/2018	07/12/2018	157

| 2019 | Workshop on Intellectual Property Rights in collaboration with Rajiv Gandhi Institute of Intellectual Property Rights | 18/02/2019 | 18/02/2019 | 18/02/2019 | 116 |
| 2019 | Seminar on Autonomy by Dr Rajendra Shende, Principal, St. Xaviers College, Mumbai | 21/01/2019 | 21/01/2019 | 21/01/2019 | 92 |

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Introduction to Sexual Harassment Law	18/08/2018	18/08/2018	23	41
Film Fest on Feminism, Sexual harassment of Women,Women Empowerment	19/09/2018	22/09/2018	51	35
Foundation Course in Women's Studies	29/03/2019	05/04/2019	18	7

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

Percentage of power requirement of the University met by the renewable energy sources
The Institution Strives towards Environment Consciousness and Sustainability through various initiatives. Initiatives are taken to make students sensitive towards the environment and committed to its preservation. The following steps have been taken in this direction: 1. Solar Panel for utilising the renewable energy sources to meet the energy needs of the institution. 2. Tree plantation drive (31st July, 2018) 3. Awareness Rally on Save Water "?? ?? ???? ?? " (1st September, 2018) 4. Awareness Rally on 'Say No to single use plastic' 5.

Nirmalya Collection during Ganeshotsav 2018 at Futala Lake (23rd September, 2018) 6. Steps towards conservation of ecosystem is carried out through conduction of Butterfly Survey at Seminary Hills, Nagpur: 10th October, 2018 7. Another study conducted was Wetland bird Survey at Ambazari Lake, Nagpur: 2nd February, 2019 8. One day Workshop in Beekeeping for Farmers on 15th December, 2019. 9. 5 Days Training Programme in Beekeeping for students and farmers from 27th January to 31st January, 2019. 10. Guest Lectures (i) Dr. Milind M. Shinkhede, Head and Assistant Professor, Sindhu Mahavidyalya, Nagpur on "Role of Bee in Environment" on 26th September, 2018 (ii) Ms. Namita Parshionikar, Joint Secretary, Save Ecosystem and Tiger, Nagpur on activities of "Save Ecosystem and Tiger, Nagpur" on 26th September, 2018. (iii) Dr. G. Phani Kumar, Scientist D, DFRL, Mysore on "Role of Flora and Fauna in Carbon Sequestration" on 29th September, 2018. (iv) Dr. D.V.N.S. Suresh, Assistant Professor, Dr. B. R. Ambedkar College, Nagpur on "Fish diversity of Vidarbha" on 7th January, 2019.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	Yes	2
Scribes for examination	Yes	15
Braille Software/facilities	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	Nill	1	30/07/2018	1	Mosaic Drama Festival	Various Social Issues	9
2019	Nill	1	25/01/2019	15	Democracy Fortnight	Awareness on Electoral procedures and fundamental duties	150
2018	Nill	1	26/09/2018	1	Model Parliament	Understanding democratic functioning of the country	75
2019	Nill	1	27/01/2019	5	5- day Training Programme in Beekee	Alternate Income source to	5

					ping for Farmers	farmers of Vidarbha	
2018	Nill	1	01/01/2019	7	Awareness Programme on Mass Drug Administration in Elephantisis	Address the regional health issue of Filariasis	100
2018	Nill	1	15/12/2018	1	Clean Air Asia: Better Air Quality, Better Cities	Assessment of Air Quality of the city in association with a foreign organisation	37
2019	Nill	1	20/01/2019	1	Awareness Programme on Sickle Cell Anaemia	Drive towards better handling of individuals with Sickle Cell Anaemia	82
2019	Nill	1	08/03/2019	143	Awareness Programme on Breast Cancer	Celebrating Women's day with an initiative towards better understanding of diagnosis and treatment of Breast Cancer	43
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Student Handbook	15/06/2018	The Student Handbook is given to the students during the Student Induction Programme to

provide them with the Code of Conduct, general rules and guidelines for receiving education in the college. The Handbook carries details about the Scholarship Schemes available for the students. It also provides a list of all the Support Facilities, Student Associations, Cells and Committees for their benefit. It also provides them with the Academic Calendar and an Activity Calendar prepared by IQAC.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Visit to Old age home to celebrate Valentine Day	14/02/2019	14/02/2019	18
Democratic Election for Commerce Association	25/08/2018	25/08/2018	140
Social Visit to Old Age home (Mure Memorial Hospital)	08/08/2018	08/08/2018	62
"Ganeetiya Sanskar Shivir"	02/09/2018	02/09/2018	73
Celebrating Independence through HISAR to perpetuate 'we feeling' as a Nation	15/08/2018	15/08/2018	60
Celebrating Republic Day through HISAR to perpetuate 'we feeling' as a Nation	26/01/2019	26/01/2019	60
Workshop on 'Human Values and Rights and Opportunities	29/08/2018	29/08/2018	195
Lecture on 'Mahatma Phule: His Life and Work'	11/09/2018	11/09/2018	50
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Tree Plantation Drives are conducted to keep the campus green. 2. Waste disposal is done in a systematic manner. The Biodegradable waste is sent for Vermicomposting E-waste is collected and sent to Government authorized e-waste recycler, Suritex Pvt. Ltd. 3. Online Clearance Process was initiated by the college to save paper. 4. Online Transfer/Leaving Certificate Process was initiated by the college to save paperwork involved in applications for the same. 5. To make campus Eco-friendly College has adopted collection of paperless assignments. Students submit assignments every year. Commerce Department collects E-assignments instead of collecting registers and files. This leads to a major contribution in saving paper. Contributing to "Save Paper Save Trees". To make campus Eco-friendly College has adopted collection of paperless assignments.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Title of the Practice: Hislop Flower Show Motto : Go Green Goal : This 15 year old practice endeavours to meet the following goals • Engendering green entrepreneurship skills • Revenue generation through an in-house, self-sustaining unit • Sensitizing students on environmental matters • Taking curriculum to the realm of aesthetics Context: While looking for an applied aspect for a basic subject the team botany conceptualised the idea of a Flower Show of plants and flowers cultivated and maintained within the campus. Nagpur, being a tropical region, growing plants at this magnitude has always been a challenge. Overcoming the odds to put up a public show of over 20000 plants over a period of 2 days is what makes this show an overwhelmingly visited annual event. Practice: Preparations for the show are initiated every year from the month of June. A rigorous action plan and a meticulous adherence to the cropping schedule, makes it possible to bring out this show every year in the first week of December. The vermicompost produced by the department, which is also a part of the sale, has been fortified by addition of a bio-pesticide thus making it a very efficient and effective plant growth enhancer. The plants under cultivation include. Chrysanthemums seasonal viz, Marigold, Petunia, Dianthus, Celosia, Zinnia, Begonia and Calendula. A gradual progression during this passage has been the introduction of a course on Floriculture. The basic aim towards this was to train students and equip them with skills along with general training in the core subject. A Certificate Course on basic agricultural skills is imparted annually. Evidence of Success: The Department continues to develop the show in order to attract more and more visitors to what has become a key event in the City Calendar with a wide coverage in the print media over. 'Papillion' a sit and draw competition for young school students is also an integral part of this show. Around hundred students from different city schools participate enthusiastically and add a beautiful dimension to the show. The flower show is a source of revenue generation for the department. An amount of 2.74 Lakhs was generated by sale of plants. Problems Encountered and Resources Required: • Water and Space constraints for maintenance of flower show crop. • Time management without compromising on the curricular commitments. • Combating ever changing abiotic factors. Title of the Practice: HISLOP COLLEGE ALUMNI ASSOCIATION (HISCAAN) Motto : 'We Can and We Do' The Hislop College Alumni Association, (HISCAAN), is dedicated to bring its alumnus under a single umbrella. It aims at seamlessly connecting all alumni group of Hislop College. Such congregation forms the pillar for propagating a feeling of camaraderie with a purpose. Goal : • Contribution for providing financial aid to the needy. • Infuse funds for sustainable development of college resources. • Exploration to identify prospective financial donors. • Provide students with industrial exposure. Context: The students of Hislop college hail from diverse socioeconomic backgrounds. Many of them are from the

weaker section of society and find it difficult to continue their education. The Alumni Association powered by the members of the college faculty is dedicated to providing financial assistance to such deserving students. This enables them to get a foothold in the field of higher education and employment. All industries today require particular skill sets. Alumni Association is actively involved in co-ordinating with the local industrial and commercial set ups with an aim to provide experiential learning to the students subsequent to completion of their studies Practice Student education support programme named HOPE was launched in 2013. Initially this project of financial assistance included contributions of the faculty members and could sponsor only 15 less fortunate students. The selection procedure has two levels in the first the students are selected by a team of teachers after verification of their details. This is followed by personal interviews by a panel of senior faculty members. The basis of selection is not only the economic background but also the vision and zeal of the student to grow towards a brighter future. This scheme has grown appreciably since its inception in 2012-13. For the session 2018-19, 90 students benefitted from the scheme with an amount of Rs.405000/- disbursed amongst them. Evidence of Success The corpus generated over the years through active contributions of various donors has built up to a level of around 29 Lakhs in the financial year 2018-19. This has boosted the confidence of the association which is looking forward to continue this practice in the years to come. Problems Encountered and Resources Required: Due to very high number of applicants, the selection of deserving candidates requires to be made on a pragmatic basis. Accordingly, the selection process becomes not just elaborate rigorous but also time consuming.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://hislopcollege.ac.in/wp-content/uploads/2021/07/BestPractices.pdf

7.3 – Institutional Distinctiveness

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

The Institute with mission of Training the Youth, Shaping the Future, Building the Nation strives for the holistic development of its young mind. It is committed to prepare professionals who will be recognized for quality and excellence in research, service, outreach, and also for their leadership qualities. The activities of Alumni association, Environmental Cell Human rights and Equal opportunity cell, Women study and Development Centre, fostered the spirit of love, compassion, respect for all gender, caste, religion within the society, sensitivity towards environment and the disadvantaged citizens and tolerance of diversities in young budding mind. To improve the teaching-learning component various initiatives are regularly undertaken by different department's viz. developing ICT enabled teaching and learning modules / tools apart from the conventional chalk and board method. Emphasis is laid on to student's class seminars, group discussion, Quiz competitions, Model Making, Poster Making, Case studies and problem solving sessions to help students have a better and effective understanding of the subject. These comprehensive teaching activities have resulted in Hislop students securing merit at the University level on a regular basis. The college has 9 Centres of Higher Learning. This ensures an exposure to the students for research and develops a scientific bent of mind and a research aptitude. The college also allows them to take up in-house research thus introducing them to the field of research. Various cells are constituted in the College which look after the welfare of the students and cater to their needs. The Student mentoring cell is a unique concept adopted by the college and focuses on well being of students through peer mentoring peer learning. HISCAAN, the Alumni body of the institute works

towards increasing its network and providing sponsorships to nearly 100 students from economically weaker section. It lends a helping hand towards their all round growth by organising personality grooming sessions and also providing internsip opportunities. The motto of NCC is "Unity and Discipline", and the Hislop college NCC unit is able to maintain it with precision. It promotes celebration of National festivals besides other programmes. It also provides platform to the students for an exposure at National level. Besides academics Hislop has also made a mark in sports with it participating in 41 sporting events at at the University and State level. Rev. Stephen Hislop Football Tournament organised by the college is one of the oldest tournament of the region. Hislop College addresses to various social issues through its extension cell Hislop Institution for Social Action and Research (HISAR). It undertakes activities for promotion of mass education, vocational training and sensitisation towards various social issues. All these distinctive activities have resulted in Hislop College to be recognised as a major centre for education, creative learning and social reforms in the region.

Provide the weblink of the institution
https://hislopcollege.ac.in/wp-content/uploads/2021/07/InstitutionalDistintiveness.pdf

8.Future Plans of Actions for Next Academic Year

1. To strengthen the existing workforce, the IQAC plans to put in the requirement of teaching and non-teaching staff with the Principal of the college. This will enable the college to gain required permission from the authorities concerned and advertise posts for the same. This will further result in a better mentor-mentee ratio and reinforce teaching and learning. 2. To augment teaching learning process, IQAC will guide the teachers to build on the existing repository of e-Resources, with specific focus on the MOOC modules. 3. IQAC will motivate faculty members to complete their doctoral research and to continue research activities through quality publications and research projects. 4. IQAC endeavours to encourage socially relevant research and identify suitable funding agencies for the same. List of such agencies would be circulated among the faculty members for them to apply in their respective fields. 5. To promote the spirit of enquiry and research, IQAC plans to encourage the departments to send students for participation in various research festivals to showcase their research work and be a part of various academic discussions. 6. Stressing on upgradation of human resource in the institution and to have a wider presence in the online courses, IQAC plans to promote teachers' participation in various recognized online courses. 7. To inculcate good mental and physical health of students, faculty and staff, IQAC will promote activities such as Yoga, physical exercise, meditation etc 8. To improvise on implementation of e governance with respect to student support, maximum feedback will be collected from the students to ensure development of the college. 9. IQAC plans to partner with the students to build up a participatory gender sensitization work force. This will ensure wider participation of the students as well as a better comprehension of the issues by their peers. 10. IQAC seeks to organize orientation programme for teaching and non teaching staff members on the new Data validation and verification (DVV) process of NACC. 11. To organize awareness programme for the teachers on the new Career Advancement System (CAS) introduced vide GR No. MISC 2018/CR.56/18/UNI-1 dt. March8, 2019. 12. To expand the available infrastructure the IQAC plans to work on the construction plan for the addition of new classrooms in the available centennial block. 13. The IQAC will work on reinforcing the college agenda of 'Go Green' by enforcing the ban of single use plastic in the campus. 14. IQAC will encourage the students for better participation in National and International platforms in sports and other cultural activities to boost their holistic development.