



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	<b>ST FRANCIS DE SALES COLLEGE</b>
Name of the head of the Institution	<b>Dr. K.T. Thomas</b>
Designation	<b>Principal</b>
Does the Institution function from own campus	<b>Yes</b>
Phone no/Alternate Phone no.	<b>07122511354</b>
Mobile no.	<b>9673919045</b>
Registered Email	<b>thomassfs@gmail.com</b>
Alternate Email	<b>sfs_college@yahoo.com</b>
Address	<b>Seminary Hills</b>
City/Town	<b>NAGPUR</b>
State/UT	<b>Maharashtra</b>
Pincode	<b>440006</b>

#### 2. Institutional Status

Affiliated / Constituent	<b>Affiliated</b>
Type of Institution	<b>Co-education</b>
Location	<b>Urban</b>
Financial Status	<b>Self financed and grant-in-aid</b>

Name of the IQAC co-ordinator/Director	Dr. Advait Bhagade
Phone no/Alternate Phone no.	919561591744
Mobile no.	9423681555
Registered Email	quality.sfscollege@gmail.com
Alternate Email	bhagade.sfscollege@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="https://sfscollege.edu.in/wp-content/uploads/2020/03/AQAR-2018-19-with-revised-links.pdf">https://sfscollege.edu.in/wp-content/uploads/2020/03/AQAR-2018-19-with-revised-links.pdf</a>
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	<a href="https://sfscollege.edu.in/wp-content/uploads/2020/02/SFS_Calendar-2019-20.pdf">https://sfscollege.edu.in/wp-content/uploads/2020/02/SFS_Calendar-2019-20.pdf</a>

### 5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B+	76	2004	08-Jan-2004	07-Jan-2009
2	A	3.14	2009	31-Dec-2009	30-Dec-2014
3	A	3.23	2015	14-Sep-2015	13-Sep-2020

6. Date of Establishment of IQAC 24-Jan-2007

### 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
Lecture on Intellectual Property Rights	17-Oct-2019 1	96
Talk by Dr.YogeshBhute, IQAC coordinator, DRB SindhuMahavidyalaya, on Revised Accreditation	09-Oct-	42

<b>Framework</b>	<b>2019 1</b>	
<b>IPR Awareness Program</b>	<b>27- Jan- 2020 1</b>	<b>79</b>
<b>External Academic and administrative Audit by Universiti Go Global (UGG/IAA) OH 43315-USA.</b>	<b>22- Feb- 2020 1</b>	<b>59</b>
<b>External Academic and administrative Audit by Universiti Go Global (UGG/IAA) OH 43315-USA.</b>	<b>28- Feb- 2020 1</b>	<b>59</b>
<b>Talk by Dr.Prantik Banerjee on new accreditation framework</b>	<b>09- Mar- 2020 1</b>	<b>41</b>
<b>Software Training for Staff</b>	<b>12- Mar- 2020 1</b>	<b>48</b>
<b>Software Training for Staff</b>	<b>13- Mar- 2020 1</b>	<b>48</b>

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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.**

<b>Institution/Department/Faculty</b>	<b>Scheme</b>	<b>Funding Agency</b>	<b>Year of award with duration</b>	<b>Amount</b>
<b>Government of Maharashtra</b>	<b>Component 9</b>	<b>RUSA</b>	<b>2019 365</b>	<b>10000000</b>

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

**Yes**

Upload latest notification of  
formation of IQAC

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**10. Number of IQAC meetings**

**11**

<b>held during the year :</b>	
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	<b>Yes</b>
Upload the minutes of meeting and action taken report	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<b>12. Significant contributions made by IQAC during the current year(maximum five bullets)</b>	
Beginning of new courses: M.Sc. Mathematics and M.Sc. Physics and Application for New Courses: MA (English) and BBA.	
Creation of new computer laboratory with 50 computers in March 2020.	
Archbishop Eugene D'Souza Memorial Football Tournament at Intercollegiate level	
Go green Initiative (Every Saturday from 15.2.2020 onwards): No Petrol; use of bicycles, etc. by staff and students.	
Upgradation of website to dynamic.	
<a href="#">View File</a>	
<b>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</b>	
<b>Plan of Action</b>	<b>Achivements/Outcomes</b>
Applying to NGO for scholarships for economically weak students	Geeta Israni Scholarship given by Nischal Israni Foundation, Mumbai
To repeat Bal Mela	Bal Mela held on 1.12.2019.
To make MIS cloud based	MIS made cloud based
Augment infrastructure by tarring of internal road and laying paver blocks on ground floor	Carried out during May and June 2019.
To conduct activity related to IPR	2 activities conducted: on 17.10.19 and 27.1.20.

To apply for NIRF ranking	Applied for NIRF Ranking on 30.11.2019.
To set up an additional computer laboratory	1 Laboratory added with 50 computers in March 2020
Augment infrastructure for M.Sc. classes	9 new classrooms created by utilising available rooms to create new classrooms
Increasing Rooms with ICT Infrastructure	14 Rooms made ICT enabled
To hold tree plantation drive outside the college as a social responsibility towards contributing to the environment.	Carried out at Chicholi as extension activity/ social responsibility

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
College Development Council	15-Dec-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

25-Jan-2020

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

The institution has a Centralised Campus Management System in place for the smooth functioning of the college. The software provides an integrated system that works from a single platform and has a centralized data base. It is essential because it is less expensive and time saver. This is useful for the administration of the office, students and the staff for maintaining the data. Fee receipts are generated using the software. All admission related

documents are digitally saved. Various receipts can be easily categorised and a statement can be generated in the form of a Daily Collection Register. Late fee record is also generated. Daily, weekly, monthly fee report can be maintained. Details of all the enrolled students are easily available. Sorting of student details according to gender, caste, category, religion and region is possible. The software is used to maintain leave reports of the faculty. Salary bill and statement and salary certificate can also be generated. The software is used for generation of library reports, issue and return of books or for maintenance of records. The software has been upgraded to a cloud based version during 201920.

## 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. Exp

The affiliated colleges adhere to the academic calendar prepared by the University. The college plans the yearly academic activities by following the academic calendar. There exists utmost transparency and accountability in the activities of the college. Prior to the beginning of each academic year, council meetings are conducted. The heads of departments and other staff of the college are requested to plan their activities in the forthcoming academic year. The college publishes its Academic Calendar containing the details of the activities for the year. The same is also uploaded on the College website at [www.sfscollege.edu.in](http://www.sfscollege.edu.in). (Link: [https://sfscollege.edu.in/wp-content/uploads/2020/02/SFS\\_Calendar-2019-20.pdf](https://sfscollege.edu.in/wp-content/uploads/2020/02/SFS_Calendar-2019-20.pdf)) The college academic calendar is distributed to all the staff and students of the college. The conduct of all programmes is monitored by the head of the institution. Additional projects are also conducted according to the need of the time. Each department and staff submit the detailed list of activities conducted, many of which are published in the college annual magazine as well as uploaded on the college website. It is mandatory for each teaching staff member to write as Daily Notes the content of the classes delivered along with topics. At the end of each month, it is submitted to the head of the institution for review and signature. The subject association initiates in conducting special lectures on various contemporary topics delivered by academicians of repute. The photographs and minutes of such activities are maintained by the department. Regular faculty meetings are also conducted to distribute the syllabus among the staff and minutes are maintained in the department. Further, each department maintains record of the university assignments, practical records etc. as source and documentation of

delivery and assessment. Also, records of ICT classes conducted, fi project reports are also maintained at department level. Overall, th planned curriculum is successfully implemented at department level monitoring by Principal. Curriculum delivery has been continued in an after onset of COVID-19 pandemic.

### 1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship
<b>No Data Entered/Not Applicable !!!</b>				

## 1.2 - Academic Flexibility

### 1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of In
MSc	Physics	09/08
MSc	Mathematics	09/08

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### 1.2.2 - Programmes in which Choice Based Credit System (CBCS)/Elective course system implement Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/ System
MSc	Mathematics	09/08/2019
MSc	Physics	09/08/2019

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

Certificate	Diploma Course
<b>No Data Entered/Not Applicable !!!</b>	

## 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
Career Oriented Course in Hardware and Networking	01/07/2019	

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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 Proj
MSc	Biotechnology	12
BSc	Biotechnology	1
BSc	Botany	34

BSc	Computer Science	6
BCom	Computer Applications	26

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## 1.4 - Feedback System

### 1.4.1 - Whether structured feedback received from all the stakeholders.

Students	
Teachers	
Employers	
Alumni	
Parents	

### 1.4.2 - How the feedback obtained is being analyzed and utilized for overall development of the inst (maximum 500 words)

#### Feedback Obtained

1. Students' feedback on curriculum (2019-20): 1. Most of the students opinion that the course content has job relevance and the present syll career-oriented. 2. Most are satisfied with teaching quality, academic and reference materials available in the college. 3. The curriculum is supporting students in higher studies and can cater to their entrepren skills. Student satisfaction Survey ([https://docs.google.com/forms/d/e/GBIDsn6Ac-96qLcHh\\_e0BJK5Sszuy7rXc7Pkhz\\_pY5yPJA/viewform](https://docs.google.com/forms/d/e/GBIDsn6Ac-96qLcHh_e0BJK5Sszuy7rXc7Pkhz_pY5yPJA/viewform)) is available College Website. 2. Faculty Feedback (2019-20) As the faculty are vita stakeholders, feedback of faculty on curricular aspects becomes very i college follows the syllabus prescribed by the affiliating University curriculum. 3 point scale feedback on curriculum is taken by the Princ end of session. The same was also circulated as a Google form(<https://forms.gle/1gjPpCE1Z8FMJiTK7>). Analysis shows that: 1. Mos found that Board of studies ensures the currency and relevance of the programmes offered and are satisfied with the course content, which ha objectives. 2. Some have the opinion that employability is given weigh curriculum design and development, and most feel that curriculum is ca oriented, with capacity to support students in their higher learning. are contented with the teaching resources and reference text available institution 3. Employers' Feedback on curriculum (2019-20) Employers' taken in hard copy format and also through Google forms (<https://forms.gle/D16GVrju5ojWocX29>) • Most of the employers have the the curriculum has relevance to the industrial needs and are happy wit skills provided by the curriculum and the institution • Some of them h that there can be more curriculum related activities 4. Alumni Feedback curriculum (2019-20) Alumni provide the inputs regarding improvement i and employability. The feedback from alumni on University syllabus and curriculum is collected every year in hard copy form and recently thro forms( <https://forms.gle/mhXdZXn6BeaZKC7H8>) • Most of the alumni are s the course content and opine that the career-oriented syllabus was hel getting a job after their graduation/post-graduation • Most are happy Laboratories, College library, Seminars, Guest lectures and Workshops



**Projects and Field visits** • They feel that the institution supports hi and the curriculum provided in the college caters to the entrepreneuri the students 5. **Parents Feedback on curriculum (2019-20)** Being the spe stakeholders of the institution, parents' feedback especially on curri is collected regularly basis. Feedback is collected in hard copy as we Google forms( <https://forms.gle/AaC33pyRutmTDE9a7>). 1. Most parents fi college a better institution, being satisfied with the infrastructure lab facilities available in the college 2. They have a good opinion ab quality and relevance of courses prescribed in the curriculum by RTMNU feel that the curriculum is students centric and soft skill developmen through the curriculum delivery mechanism followed by the college.

## 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
BA	Nil	144	180
BSc	Nil	264	595
BCA	Nil	220	203
BCom	Computer Applications	120	50
MSc	Chemistry	30	30
MSc	Biotechnology	22	30
MSc	Physics	22	25
MSc	Mathematics	22	26

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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
2019	1449	114	55	12

### 2.3 - Teaching - Learning Process

#### 2.3.1 - Percentage of teachers using ICT for effective teaching with Learning Management Systems 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	Number of smart classrooms
30	30	227	14	2

[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)

The college mentoring system is in place and works effectively in every department. Students undergraduate program are allocated teacher-mentors, who cater to the problems faced by the students and provide guidance to enhance their personal growth. The initiative helps facilitate a student-centric environment. Regular meetings are held by the faculty, wherein the teacher-student bond enables better coordination between the student and staff/guardian. This ensures a holistic development of the student as well. The mentor-mentee ratio in the college is 01:23

Number of students enrolled in the institution	Number of fulltime teachers	Mentor-mentee ratio
1563	67	

**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 new appointments
80	67	13	40	

2.4.2 - Honours and recognition received by teachers (received awards, recognition, fellowships at 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 recognized bodies
2020	Dr. Susan John	Assistant Professor	Second Prize in poster competition at International Conference on Advances in Chemical and Mathematical Sciences, 16,2020, conducted by RTM Nagpur University and Laxminarayan Institute of Technology.
2019	Dr. Nikhat Naqvi	Associate Professor	Award for best oral Presentation at a conference on Science And technology Development. Organized by Shri Shivaji College, Nagpur on Nov.27-28, 2019.
2019	Mr Rojo John	Assistant Professor	Best oral presentation award in 11th International Conference on Solid State Chemistry and Materials Areas (NCSCA-December 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 in the year

Programme	Programme	Semester/	Last date of the last semester-	Date of declaration

Name	Code	year	end/ year-end examination	semester-end/ year- e
MSc	-	SEM-I	25/11/2019	21/01/20
MSc	-	SEM-I	23/11/2019	10/01/20
MSc	-	SEM-I	23/11/2019	07/01/20
MSc	-	SEM -I	23/11/2019	07/01/20
BSc	-	SEM-III	02/01/2020	14/02/20
BSc	-	SEM-I	01/01/2020	14/02/20
BA	-	SEM-I	08/01/2020	17/02/20
BA	-	SEM - III	11/01/2020	17/02/20
BCA	-	SEM-I	15/11/2019	07/01/20
BCA	-	SEM-III	20/11/2019	07/01/20

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### 2.5.2 - Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (25)

The institution has implemented a structured mechanism for Continuous Evaluation (CIE) to assess student learning outcomes regularly. To ensure the effectiveness of outcome based learning (OBE), the following instructional periodic evaluation have been introduced:

- During classes, students are evaluated on the basis of interaction for their strengths and weaknesses.
- Semester unit tests are held per paper for every course. Answer scripts are reviewed and feedback is given to students with identification of areas for improvement.
- Special classes are arranged for students who score poorly in these tests so that they may improve and bridge the learning gap.
- Assignments, Seminars, and surprise tests are administered on course modules.
- Mock viva and examinations are regularly taken to check student understanding of the concepts.

Some depts. have taken to online submission of assignments and evaluation. After completion and revision was carried out after outbreak of the COVID-19 using ICT Tools such as Google Classrooms, MOODLE and Google forms. • Peer review is also given to students to check their learning levels. Advanced learning is made to prepare PPTs on curricular topics and present it before the class using the method of peer teaching-learning, even weak students show improvement in learning and grow in confidence.

### 2.5.3 - Academic calendar prepared and adhered for conduct of Examination and other related mat

The IQAC in consultation with all departments prepares the annual academic calendar before commencement of the new academic session. The cells and associations submit a list of proposed activities including conferences, workshops, seminars, their tentative dates. The calendar gives the details of the College activities and values expected to be inculcated into the students through the mission and vision of the College. It details the constitution of each Department, Cell, Association and committees for easy approachability with staff and peer wise schedule is thus mentioned in the calendar. Care is taken that the timeline of internal tests, preliminary examination and the university examination is not disturbed. The entire range of co-curricular and extra-curricular activities is adjusted according to the examination schedule.

the university. By systematically spacing out various programmes, the calendar prepared by IQAC ensures that the stipulated 90 days of semes teaching is fulfilled so that overall development of the students, not academically, but also in the fields of personality development, soft artistic temperament, etc, so that they become ready on a global level

## 2.6 - Student Performance and Learning Outcomes

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

<https://sfscollege.edu.in/wp-content/uploads/2020/03/Outcomes>

2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of student passed in final year examination
Nil	BCA	Nil	101	99
Nil	BSc	Nil	137	136
Nil	BCA	Nil	64	64
Nil	BCom	Computer Applications	26	25
Nil	MSc	Chemistry	11	11
Nil	MSc	Biotechnology	13	12

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## 2.7 - Student Satisfaction Survey

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

<https://sfscollege.edu.in/student-satisfaction-survey-2/>

## 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
Nil	730	UGC	2.75	

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### 3.2 - Innovation Ecosystem

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

Title of workshop/seminar	Name of the Department
1. Intellectual Property Rights Lecture for MSc Students	IQAC

**2. Workshop on Research Methodology****IQAC****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
<b>No Data Entered/Not Applicable !!!</b>			

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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
<b>No Data Entered/Not Applicable !!!</b>					

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**3.3 - Research Publications and Awards****3.3.1 - Incentive to the teachers who receive recognition/awards**

State	National	International
<b>No Data Entered/Not Applicable !!!</b>		

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

Name of the Department	Number of PhD's Awarded
Computer Science	1
Political Science	1
Chemistry	1

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

Type	Department	Number of Publication	Average Impact Factor
Nil	Sociology	1	5
Nil	Chemistry	3	1.93
Nil	Physics	2	0.53
Nil	Zoology	2	4.54

[View File](#)**3.3.4 - Books and Chapters in edited Volumes / Books published, and papers in National/International Proceedings per Teacher during the year**

Department	Number of Publication
Physics	1
Hindi	2
Economics	1

[View File](#)**3.3.5 - Bibliometrics of the publications during the last Academic year based on average citation in**

## 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 mentioned in publication
Novel polyethersulfone ultrafiltration membranes modified with Cu/titanate nanotubes	Manu Jose	Journal of Water Process Engineering	2020	4	West Pomeranian Univ. of Technology in Szczecin Faculty of Chemical Technology and Engg, Dept. Inorganic Chemistry and Technology and Engg, Pułaskiego 10, 70-320 Szczecin, Poland
Comparative Study Of Different Solar Cooking Apparatus	Susan John	INTERNATIONAL JOURNAL OF RESEARCH IN ADVENT TECHNOLOGY	2019	0	Department of Physics, S.F. College Nagpur
Synthesis and study of Co doped Ni-Cd ferro-spinels by microwave assisted sol-gel auto-combustion method	H. S. Ahamad	Journal of Ferroelectric	2020	2	SFS College Nagpur (MS) India

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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-citations
Comparative Study Of Different Solar Cooking Apparatus	Susan John	INTERNATIONAL JOURNAL OF RESEARCH IN ADVENT TECHNOLOGY	2019	Nil	Nil
Synthesis and study of Co doped Ni-Cd ferro-spinels by	H. S. Ahamad	Journal of Ferroelectric	2020	1	2

microwave assisted sol-gel auto-combustion method				
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### 3.3.7 - Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National
Attended/Seminars/Workshops	11	41

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### 3.4 - Extension Activities

#### 3.4.1 - Number of extension and outreach programmes conducted in collaboration with industry, co 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
COVID 19 Helpline for distribution of food packets and medicines to the needy students and parents	SFS Staff	20
Corona Awareness	WCL Area	6
Visit to Sarvodaya Ashram for promotion of Gandhian Values	NSS Unit	4
Survey of village Chicholi and report presentation	NSS Unit and Gram Panchayat Chicholi	4
Visit to Matoshri Old Age Home	SFS College Staff	8
International Women's Day 400 Women Participants	Indian Centre for Integrated Development	6
Balmela 600 Children	Indian Centre for Integrated Development	15
Blood Donation Camp	NSS and Government Medical College	2
Rally On Mahatma Gandhi	NSS Unit	2
Tree Plantation at Chicholi Village	NSS Unit and Gram Panchayat Chicholi	11

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3.4.2 - Awards and recognition received for extension activities from Government and other recogn the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of stude
No Data Entered/Not Applicable !!!			

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3.4.3 - Students participating in extension activities with Government Organisations, Non-Governm 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	Numbe participated
No Data Entered/Not Applicable !!!				

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### 3.5 - Collaborations

3.5.1 - Number of Collaborative activities for research, faculty exchange, student exchange during

Nature of activity	Participant	Source of financial support
No Data Entered/Not Applicable !!!		

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3.5.2 - Linkages with institutions/industries for internship, on-the- job training, project work, shari 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	Du
No Data Entered/Not Applicable !!!				

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3.5.3 - MoUs signed with institutions of national, international importance, other universities, indus houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers partici
No Data Entered/Not Applicable !!!			

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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
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69.56

53.98

## 4.1.2 - Details of augmentation in infrastructure facilities during the year

<b>Facilities</b>
Campus Area
Class rooms
Laboratories
Seminar Halls
Classrooms with LCD facilities
Seminar halls with ICT facilities
Number of important equipments purchased (Greater than 1-0 lakh) during the current year
Value of the equipment purchased during the year (rs. in lakhs)
Others

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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
LIBMAN	Fully	Nill	

## 4.2.2 - Library Services

Library Service Type	Existing		Newly Added		
Text Books	28062	913023	328	99202	28390
Reference Books	4171	329173	31	18538	4202
e-Books	Nill	Nill	Nill	5900	Nill
Journals	Nill	Nill	2	10000	2
CD & Video	628	Nill	Nill	Nill	628
Library Automation	Nill	Nill	Nill	Nill	Nill
Others (specify)	Nill	Nill	Nill	900	Nill
Others (specify)	Nill	Nill	9	26935	9

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

Name of the Teacher	Name of the Module	Platform on which module is developed

Mrs. Latasha Taiwade	Hypersensitivity (Sem IV)	Institutional Repository
Pallavi Shivankar	Physico Chemical properties of amino acid (B.Sc. Sem)	Institutional Repository
Dr. Halim Ahamad	General Theory of Feedback	Institutional Repository
Asst. Prof. Pinky K. Gidwani	Core Java Unit -I (ppt)	Institutional Repository
Ms. Ritika Wanjari	Memory Allocation and Fragmentation	Institutional Repository
Asst. Prof. Mervin M Lazarus	Introduction to HTML	Institutional Repository
Miss. Neha Shinde	System Concepts and Database Concepts	Institutional Repository
Dr. Advait Bhagade	Coelenterata	MoodleCloud
Ms. RESHMA QUAZI	Opening a Tally.ERP9, explained all option in the Tally Screen.	Institutional Repository
Ms. Surbhi Walde	Functions in excel	Institutional Repository

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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	Av Bar (MBI)
Existing	168	3	93	3	3	12	147	
Added	83	1	10	0	0	0	9	
<b>Total</b>	<b>251</b>	<b>4</b>	<b>103</b>	<b>3</b>	<b>3</b>	<b>12</b>	<b>156</b>	

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

100 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 facility
<b>No Data Entered/Not Applicable !!!</b>	

### 4.4 - Maintenance of Campus Infrastructure

#### 4.4.1 - Expenditure incurred on maintenance of physical facilities and academic support facilities, component, during the year

Assigned Budget on	Expenditure incurred on	Assigned budget on	Expenditui
--------------------	-------------------------	--------------------	------------

academic facilities	maintenance of academic facilities	physical facilities	maintenance of
38.17	76.48	69.56	5:

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

The college timetable is so well designed that the rooms and laboratories are optimally utilized. Many spaces are designed in such a way that they can be used for multipurpose use. The Auditorium is used for conferences, workshops, indoor games and staff get-togethers, etc. The Seminar Hall, AV Room, Biotechnology instrumentation Room have ICT facility and are also used for Classes/ Guest lectures as and when required. The building and playground are also used for a number of activities such as competitive examination events such as matches, shows, etc. The Institution has taken good care of the special needs of the physically disabled persons by constructing ramps in possible places. Some laboratories in the college with adequate ventilation and arrangement are also used for conduct of theory classes with use of practical sessions are scheduled. There are 6 such laboratories. Faculty members have developed resources in the form of presentations, videos, etc. which are distributed to students, with a copy of the material being kept in the respective department. Every year Faculty Development Programs are conducted for non-teaching staff. All the departments have the facility of computer, LCD projector, etc. They are encouraged to make use of the same in their teaching and learning process. Teachers use library, internet, INFLIBNET facilities to supplement their teaching. The college has appointed workers on a daily basis for cleanliness and upkeep of the building and grounds. The upkeep of infrastructure and equipment is done through contracts on required. The maintenance of electrical items is voluntarily carried out by competent non-teaching staff of the respective departments. Any major repair work is carried out by professionals from outside the college. Other maintenance and repairs are carried out as per the requirement. Every year, funds are earmarked for the purchase of graduation and maintenance of computers. General maintenance of computers is voluntarily carried out by competent non-teaching staff of the Computer Department. Any major repair work is carried out by professionals from outside the college. Other maintenance and repairs are carried out as per the requirement. The college has playground for football, hockey, and cricket and a 400 meter track. There are dedicated courts for basketball and volley ball. The Auditorium is dual purpose, and is used for indoor games such as badminton, carom, table tennis and box cricket. A Gymnasium for students and faculty members is available. Sports equipment available includes volleyball posts, shot put, javelin, football posts and net, hockey goalposts, high jump stand, umbrella, badminton posts, table tennis table, hurdles, track suits, basketball shoes, watches, running spikes, etc. A Sports equipment register is maintained. Maintenance of ground and sports equipment repairs and are carried out as per requirement. More details about Library and sports are available at <https://sfscollege.edu.in/library/> <https://sfscollege.edu.in/sports/>

<https://sfscollege.edu.in/wp-content/uploads/2020/03/Utilization-and-Maintenance-of-Infra>

## CRITERION V - STUDENT SUPPORT AND PROGRESSION

## 5.1 - Student Support

### 5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	
Financial Support from institution	Staff-student aid fund Smt. GeetaIsrani Scholarship College student aid fund Dr.Sudhakar P Landge Scholarship	
Financial Support from Other Sources		
a) National	Govt. of India post matric scholarship Freeship EBC/RCS CONCESSION MINORITY CENTRAL SECTOR SCHOLARSHIP	
b) International	NIL	

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### 5.1.2 - Number of capability enhancement and development schemes such as Soft skill development 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 involve
TECH PERSONA	19/08/2019	412	Mr. SachinSidhra, Train Professional Universi
Aptitude Skill Development Workshop	20/09/2019	113	MR. S.A. Ahmad, Titans I Limited, Nagp
Aptitude test preparation	18/12/2019	62	Mr. Rishi Chaur
Bridge courses	01/07/2019	640	Concerned depart
Mentoring	17/06/2019	964	Concerned ment
Personal Counselling	17/06/2019	964	All teachers

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### 5.1.3 - Students benefited by guidance for competitive examinations and career counselling offered during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed comp. exam
2019	TECH PERSONA Soft Skill Boot Camp	Nil	412	Nil

2019	Aptitude Skill Development Workshop	Nil	113	Nil
2019	Seminar on MPSC/UPSC Preparation	Nil	105	Nil
2019	Aptitude test preparation	Nil	62	Nil
2020	Career opportunities	Nil	59	Nil

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5.1.4 - Institutional mechanism for transparency, timely redressal of student grievances, Preventior harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grie
1	1	5

## 5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off camp	
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Num stu parti
Concentrix, Antsglobe Technologies, Chola MS General Insurance (A Murugappa Group Company)	164	31	Infosys, Wipro, MAK Associates, TCS	

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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
2020	68	B.A., B.Sc.	St. Francis De sales College, nagpur	PGTD RTM Nagpur University, Kamala Ne College, St. Francis De Sales Colleg Nagpur, Shri MathurdasMohota College Science, Nagpur, Dr.Ambedkar Colleg Nagpur, Hislop College, etc.

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

Items	Number of students selected/ qualifying
NET	1
SET	1
GRE	1
Any Other	1

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

Activity	Level
Diya making competition (10/10/2019) 1	Collegiate
Archbishop Eugene D'Souza Memorial Football Tournament (18/09/2019) 1	Collegiate
Teachers day Celebration (05/09/2019) 1	Collegiate
Orchestra performances of RJ Ronald John, Radio Mirchi and team (31/8/2019) 1	Inter Collegiate
Eco-Friendly Ganesh idol making competition (31/08/2019) 1	Collegiate
International Yoga Day (21/06/2019) 1	Collegiate
Rakhi-Making Competition (05/08/2019) 1	Collegiate
Poster Making Competition (10/08/2019) 1	Collegiate
Essay Writing Competition (11/08/2019) 1	Collegiate
Rangoli Competition (28/08/2019) 1	Collegiate

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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 level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number
<b>No Data Entered/Not Applicable !!!</b>					

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### 5.3.2 - Activity of Student Council & representation of students on academic & administrative bodies at the institution (maximum 500 words)

To ensure the active participation of students in the academic administrative bodies and to develop their leadership qualities and execution skills, the institution has constituted a Student Representative Council (SRC) named 'VIDYARTH'

as a link between the college authorities and the students. The committees of 'VIDYARTHI' are constituted according to the rules of the university, and are selected through nominations. The class topper is the representative of respective classes. In addition, the executive committee constitutes one nominee each from SEVA, NCC, KREEDA, SRUJAN and SHAKTI nominated members, the executive committee members are selected. The executive committee consists of the president, vice-president, secretary, treasurer, one university representative and two executive members. There are two Coordinators, three teacher members and two non-teacher support and guide the executive committee. Brief account of Activities Health Awareness Program on Physical Fitness (11/01/2020). • Conducted like Poster (10/08/2019), Essay writing (11/8/2019), Rangoli (28-08-2019), making (10/10/2019), in association with SRUJAN. • Annual sports day (11/01/2020) celebrated with various games in association with KREEDA. • College Sports Day (18/01/2020) was celebrated with various cultural activities • Conducted women empowerment programmes like Girl child Day (24/01/2020) and International Women's day (08/03/2020) in association with SHAKTI. • Organized Annual Inter Collegiate Science exhibition (07/02/2020, 169 participants) and Arts exhibition (17/02/2020) in association with JIGYASA and SRUJAN respectively. International Yoga Day (21/06/2019), Independence Day (15/8/2019), Teacher's Day (05/09/2019), Unity Day (30/10/2019) Constitution Day (26.11.2019) and New Year (26/01/2020) were celebrated with various activities. Tech -Persona Training a one week training programme conducted by UDAAN in collaboration with SRUJAN to develop soft skills and boost confidence of students, where students are trained on various aspects like digital presentation, group discussion, attitude, communication, and interview skills, in individual sessions by experienced faculty. Techno-Value Fest Techno-Value Fest is an Intercollegiate festival organized by CDRESS to promote a positive relationship between Science, Education and Society with society, where various events like science exhibition, Rangoli, debate, elocution, instrumental music, singing and sports competition are conducted. All students, under the leadership of VIDYARTHI, participate in the festival. Arts and Crafts exhibition Science and Crafts exhibition is conducted generally as a part of annual day celebrations, or separately, in case of students with examination schedules. In the science exhibition, students showcase their working models. The objective is not only learning various scientific concepts but also to inculcate a scientific attitude and research-mindedness but also to develop teaching aptitude among students. Students made still models, working models, charts and posters to present their topics. Students also get an opportunity to showcase their skills in various arts and crafts such as drawing, sketching, photography, rangoli, flower arrangement, embroidery, etc in the Arts and Crafts exhibition. Annual day Students showcase their skills in mesmerizing events like dance, play, singing, skits and fashion shows etc. The details are available in the

## 5.4 - Alumni Engagement

### 5.4.1 - Whether the institution has registered Alumni Association?

Yes

5.4.1 Whether the institution has registered Alumni Association? Yes/No give details (maximum 500 words): YES St. Francis De Sales College Nagpur Alumni Association was in existence and working for a long time for the college.

resolution to formally register the St. Francis De Sales College Nagpu Association was passed in its Annual General Meeting held on 24th August new Governing Body consisting of 7 members were elected. The members of Governing Body elected for various posts are as follows: • Pre Mr. Ashfaque Ali • Vice-President: Mr. Maheysh Sharrma • Secretary: Mr. Ab Benedict • Treasurer: Mrs. Esmeralda Joseph • Member: Mr. Pradeep Male Mr. Ronald David • Member: Miss Asfa Sarmadee

**Registration of the Alumni Association:** The process of registration started by making byelaws for association and collection of various documents required during the registration process. The final draft was submitted to the Charity Commissioner Nagpur for further process. After several rounds of rectification and modification, the draft was accepted by the Office of Charity Commissioner, Nagpur. Date of registration: The Association got the registration certificate No. Nagpur/0000211/20 September 2020, from the Charity Commissioner, Nagpur. Aim of the Alumni Association: The aim of St. Francis De Sales College Nagpur Alumni Association is:

- To encourage the members to take active interest in the activities of the Alma Mater.
- To provide assistance for all round development of the College.
- To promote and encourage friendly relations among all the members of the Association.
- To provide career counselling to students of the College.

To establish scholarship programmes for needy and deserving students of the college.

**Member of Alumni Association:** All the past students of the College who studied at least one academic year in the College shall be eligible to become members of the Association by filling up the application form and paying membership fee of Rs 10/- (Rs Ten only). Types of Members There shall be the following classes of members:

- **Patrons:** The Founder of the Institution, the Chairman and Members of Saint Francis De Sales College Management and the Principal of the College shall be Patrons of the Association.
- **Life Members:** The outgoing members of the college are eligible to become Life Member.
- **Alumni Association Members:** All former members of the Association, in virtue of the byelaws, automatically have become the members of the Association.
- **Honorary Members:** All former members of the teaching staff and those who have evidenced particular interest in the welfare of the College and desire to associate themselves in the activities of this association shall be eligible to become Honorary Members of the Association.
- **Associate Members:** All members of the Current Teaching Staff working in regular or temporary bases in the College shall be Associate Members of the Association.
- **Regular Members:** The Alumni of the association has 781 members, including about 100 newly registered members since 24 Aug. 2019. Alumni contribute to our development through valuable feedback.

#### 5.4.2 - No. of enrolled Alumni:

781

#### 5.4.3 - Alumni contribution during the year (in Rupees) :

93431

#### 5.4.4 - Meetings/activities organized by Alumni Association :

**Meetings: 24-8-2019- AGM and Election of Management Committee Activities**

1. "Workshop on Python" was held for PG Students on 16.1.2020. Alumni of the College, Mr. Pramod Gajbhiye, of Proximate Inc. was the resource person. About 50 students attended the workshop.
2. Guest Lecture for PG Students on 16.1.2020 by Alumnus Fr. Dr. Alan Tavares on the topic 'Future Scope In Acoustic



'Research'. 18 students attended. 3. Guest Lecture for Students on 0. Alumnus Dr. Govind B. Nair, Post-Doctoral Research Fellow, University of States, Bioemfontein, South Africa, on the topic 'Research Advancements and applications of Phosphors'. 32 students attended. 4. Alumni of College D'Souza, Advocate Bashir interacted with staff and students on 22.12.2020. Dr. Lionel D'Souza gave a talk on introducing SFS on the 28.12.2020. Dr. Shrikanth Prabhu interacted on student motivation and soft skills. Advocate basher delivered a lecture on 'Critical thinking in law and its applications'. Talk by Dr. Prantik Banerjee, Alumnus, on New NAAC Accreditation Framework for staff on 9.3.2020. 6. Donation of books by Alumni Dr. Prantik Banerjee, Dr. Zanwar and Mrs. Vidya Zanwar.

## 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 (in 100 words)

The administration and management of the college is decentralised through various committees like College Development Council (CDC), IQAC, cells and associations under IQAC to plan and monitor different aspects of functioning. The administration and working of the College is in line with its Vision and Mission statement, and the Management, through meetings and reports, indirectly ensures this aspect. The Principal is responsible for the overall management of the College and is given a free hand by the Management. The College is run in a judicious manner. Administrative matters such as correspondence, fee collection and account keeping is managed by the Cells as directed by the Principal. Various bodies assist the Principal by participating in decision making of other aspects such as academics and co-curricular development. College Development Council is headed by the Chairman, Archbishop of Nagpur and comprises of other members of Management, Coordinator, representatives of teaching and non-teaching staff as well as students' representative. The College Development Council functions effectively because of valuable and timely inputs from all the constituents. IQAC plays an important role in the functioning and progress of the college. IQAC is headed by the Principal of the college. Planning of day to day functioning of the college including curricular, co-curricular and extracurricular activities, assessment, discipline, research, sports, environmental awareness, relating to national consciousness, etc are undertaken by various departments/cells, guided and supported by the IQAC. Participative management is evident from its decentralised governance in the spheres of administrative, academic and other activities that support overall development of staff and students of the College. College Development Council discuss and approve issues such as admission, results and budget. Heads of various departments are given freedom to plan and execute the syllabi, with the help of other teaching and non-teaching staff. The different cells formed under IQAC look after different aspects of the curricular and extracurricular and all round development of staff and students. To mention a few JIGYASA encourages research for students, UDAAN looks after training and placement of the students, SHAKTI conducts Faculty Enrichment Program for the teaching and non-teaching staff, deals with redressal of grievances and prevention of ragging, SHAKTI deals with women empowerment, protection of girl students and prevention of sexual harassment.

and gender violation as per Vishakha Guidelines, VIDYARTHI provides a platform for students to showcase their talents by organising and participating in various college, collegiate and intercollegiate activities. Further, for smooth conduct of these activities, respective Committees are specially formed by the Principals and subject associations, which are managed by the students under guidance of faculty teachers, ensure development of the students in their respective subjects as quality management and leadership. Other stakeholders such as students, parents and alumni, also indirectly participate in the Management, since time and time again from these stakeholders help to improve the overall management of the institution.

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

Strategy Type	Details
Research and Development	<p>□ As the college is affiliated to RTM Nagpur University it follows the syllabus prescribed by the university. Some senior faculty members are members in the Board of Studies and they add new modules in the syllabus in pace with recent trends and latest development in the subject. Learning is aided by various talks, guest lectures, seminars, projects and extracurricular activities. □ At the beginning of the semester the college conducts an Orientation Program for the new students to brief them about the history and tradition of the college, the various different cells, examination pattern, internal assessment and grading system. □ Teachers prepare annual teaching plan and module wise plan for practical teaching. Students Seminar, PPT Competition, Quiz Presentation as part of curriculum, Guest lectures, study tours, etc. are conducted to enrich and enhance the curriculum. Use of ICT in classes has been increased and online teaching has become a prominent feature from 24.3.2020 since the outbreak of the COVID-19. Apart from the university examination, the institution conducts internal evaluation. □ Internal evaluation is done on the basis of attendance, assignments, unit test, students' presentations, and preliminary examinations. These internal evaluations help to identify slow learners and advanced learners, who are then given attention by teachers accordingly. □ In addition to these methods, revision sessions for theory and practical, and doubt or difficulty sessions are conducted. Students are provided questions banks and trained to answer them according to the existing evaluation pattern. Internal examination results are evaluated and discussed with the students to improve their learning. The College Research Committee (JIGYASA), under the IQAC, encourages the staff to publish research papers and to participate in seminars, conferences, etc. College also extends all the infrastructure facilities for conducting research and office staff provide required assistance. In 2019-20, the staff have published 13 Research Papers in Journals of high impact factors, with articles having citations between 1 and 5. 1 book, 3 edited chapters in books have been published. 3 students have been awarded Ph.D. In 2019, 1 published Conference proceeding. Faculty have attended 60</p>

seminars and workshops, and 9 faculty members have presented them. 3 faculty members have received awards for best presentation. Postgraduate students are encouraged for research workshops such as IPR and Python. A Research Methodology Workshop held on 7.3.2020 with 55 participants. Library is automated Integrated Library Management System, which has recently been the cloud-based version. Library is upgraded with a number of study material. 328 Text Books and 31 Reference Books were purchased during the session making it a total collection of 32,558 books with an expenditure of Rs117740. The College Timetable is designed in a manner that there is a maximum utilisation of infrastructure facilities in the college. Common central instrumentation facility is available to staff for research purpose. Management regularly interacts with the government for obtaining sanction of posts and appointment of well qualified staff, appointment of ad-hoc staff for various courses. Senior and experienced staff members coordinate various committees and committees for quality enhancement. Faculty members attend various courses, Orientation Programs, Short term Courses, Workshops, Conferences and Seminars to enhance their knowledge in research in all spheres, including use of ICT. In addition the teaching and non-teaching staff members are kept abreast with current trends through annually held week long faculty Development programmes. The College has MOU with Hislop College Nagpur, G.S. College Nagpur, Department of Marathi PGTD RTM Nagpur University Nagpur. Department of Computer Science has MOU with IT networkZ, KasNet and Passel Computers Consultants Pvt. Ltd, Nagpur (Aptech). Department of Botany has MOU with Ayurvanfoundation. The College in general also has MOU with important social NGOs such India Peace Centre and Indian Society for Science and Religion to aid in overall development of students. Prospectus is published with detailed information on various courses and subject combinations offered along with fee structure. Advertisements were floated on the college website www.sfscollege.org.in. Advertisements were put up in reputed local newspapers for various courses. Admissions of UG and PG courses were conducted by RTMNU for affiliated courses. Admission was transparent and on merit basis as per the rules of the affiliating University Government of Maharashtra.

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

E-governance area	Details
Examination	<p>Various circulars, notices etc. from UGC, RUSA, Joint Director Higher Education, RTM Nagpur University are received online. Instructions to these circulars are sent online. Instructions of Planning and Development are carried out on line with reference to the circulars and notices. The College website was upgraded from a static website www.sfscollege.org into www.sfscollege.edu.in in March 2020. Information System CMS 11.0 was available for all aspects of administration such as admission related documents, fee receipt, collection register, details of students, leave reports, student library reports, issue/return of books etc. University admission</p>

work related to Local Enquiry Committees, Appointments, placements are also done on line. Details of MIS, AISHE, NIRF, RUSA etc are given using e governance. CMS has been upgraded to a cloud based system in April 2019. Salary bills generation of the staff and student fee collection system are fully computerised. In addition, financial development is through dedicated software at Government level like PFMS, RUSA Fund Tracker etc. Admission of students, their fee collection, processing of their scholarship, processing of transfer certificate, issue and return of library books are fully computerised and done through cloud based CMS software. Admissions are carried out online. Processing of Examinations of affiliating University, uploading of practical examination marks, uploading of internal marks, and downloading of questions are fully computerised.

### 6.3 - Faculty Empowerment Strategies

6.3.1 - Teachers provided with financial support to attend conferences / workshops and towards membership 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 which membership fee is provided
2020	Nil	Nil	Nil

[View File](#)

6.3.2 - Number of professional development / administrative training programmes organized by the 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 and non-teaching staff)
2019	Lecture on 'Artificial Intelligence'	Nil	03/12/2019	03/12/2019	21
2019	Lecture on 'Use of Solar energy'	Nil	04/12/2019	04/12/2019	25
2019	Lecture on 'Swachh Bharat'	Nil	05/12/2019	05/12/2019	15
2019	Lecture on 'Alternative Education System'	Nil	06/12/2019	06/12/2019	21
2019	Lecture on 'First Urbanisation in India'	Nil	07/12/2019	07/12/2019	25
2019	Lecture on 'Fire Safety'.	Nil	09/12/2019	09/12/2019	33
2019	Lecture on 'Terrace'	Nil	10/12/2019	10/12/2019	35

	<b>Gardening' .</b>				
2019	<b>Lecture on 'Finance and Economics' .</b>	<b>Nil</b>	<b>11/12/2019</b>	<b>11/12/2019</b>	<b>31</b>
2019	<b>Lecture on 'Problems of marriage with women'</b>	<b>Nil</b>	<b>12/12/2019</b>	<b>12/12/2019</b>	<b>Nil</b>
2019	<b>Lecture on 'Conflict Management' .</b>	<b>Nil</b>	<b>13/12/2019</b>	<b>13/12/2019</b>	<b>24</b>

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

<b>Title of the professional development programme</b>	<b>Number of teachers who attended</b>	<b>From Date</b>	<b>To</b>
<b>Five days national Workshop on KOHA and D-space</b>	<b>Nil</b>	<b>28/01/2020</b>	<b>01/0</b>
<b>Short term course on teacher educator</b>	<b>Nil</b>	<b>09/12/2019</b>	<b>14/1</b>
<b>Short term course on MOOC and e-content</b>	<b>Nil</b>	<b>25/11/2019</b>	<b>30/1</b>
<b>Refresher Course in IT awareness (Physics)</b>	<b>Nil</b>	<b>06/11/2019</b>	<b>19/1</b>
<b>Refresher course in IT awareness ( Chemistry)</b>	<b>Nil</b>	<b>06/11/2019</b>	<b>19/1</b>
<b>Refresher Course on Artificial Intelligence and Machine Learning</b>	<b>Nil</b>	<b>14/10/2019</b>	<b>26/1</b>
<b>One week national Workshop on Research Methodology and Ethics: Anti-plagiarism, reference, management tools and almatrics</b>	<b>Nil</b>	<b>23/09/2019</b>	<b>28/1</b>

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6.3.4 - Faculty and Staff recruitment (no. for permanent recruitment):

<b>Teaching</b>		<b>Non-teaching</b>	
<b>Permanent</b>	<b>Full Time</b>	<b>Permanent</b>	
<b>3</b>	<b>3</b>	<b>Nil</b>	

6.3.5 - Welfare schemes for

<b>Teaching</b>	<b>Non-teaching</b>	<b>Stu</b>
<b>1</b>	<b>1</b>	

## 6.4 - Financial Management and Resource Mobilization

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

Every year, an internal financial audit is done by a Chartered Accountant retained by the College. The firm prepares Income and expenditure statement and Balance sheet. It also gives important guidance suggestions related to the accounts from time to time. An external financial audit is done annually by the Directorate of Higher Education office. The Office of the Accountant General conducts audit periodically. The accounts section of the College office maintains the accounts and submits compliances to audit objections if any.

#### 6.4.2 - Funds / Grants received from management, non-government bodies, individuals, philanthropists (not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grants received in Rs.	
Donation from Alumni Association, Smt. Geeta Scholarship from Nischal Israni Foundation, Mumbai, Dr. P. Zanwar and Mrs. V. Zanwar, Dr. A.M. George, IISR New Delhi, Donations from Staff for COVID-19 helpline (till 30.4.2020)	422231	1

[View File](#)

#### 6.4.3 - Total corpus fund generated

0

### 6.5 - Internal Quality Assurance System

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

Audit Type	External		Ir
	Yes/No	Agency	
Academic	Yes	Nil	Yes
Administrative	Yes	Universiti Go Global (UGG/IAA) OH 43315-USA	Yes

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

• Chairs worth Rs. 50,000 donated by parents. • Suggestions by parents for improvements in the form of interaction and feedback • Guest lecture by Rev. Fr. Peter Mendonca (2.8.2019): Living with purpose b) Dr. P. K. Rahangdale (2.8.2019): Concepts of Chemical bonding c) Dr. P. K. Rahangdale (3.9.2019): Orientation of Aromatic Compounds c) Rev. Fr. Mathew Thonickal (6.9.2019): Being Respectful e) Rev. Fr. Felix O. Praem (4.10.2019): Being Respectful e) Rev. Fr. Rahangdale (14.12.2019): Orientation of Aromatic Compounds f) Rev. Fr. Rahangdale (11.2.2020): Compassion for others

#### 6.5.3 - Development programmes for support staff (at least three)

1. Lecture on 'Problems of marriage with women' 12.12.2019 2. Lecture on 'Management' 13.12.2019 3. Lecture on 'fire safety and Cardio Pulmonary Resuscitation' 14.12.2019 4. Lecture on 'Electrical wiring and Earthing' 15.12.2019 5. Lecture on 'Hindi Sahityaki Rachnaye or Upayogita' 17.12.2019 6. Lecture on 'Hindi Sahityaki Rachnaye or Upayogita' 18.12.2019

Analysis' 18.12.2019 7. Lecture on 'Mental fitness with Relaxation T  
19.12.2019 8. Lecture on 'Smart to Smartness '. 20.12.2019

#### 6.5.4 - Post Accreditation initiative(s) (mention at least three)

Introduction of new courses- M.Sc. Physics and M.Sc. Mathematics 2. Ap  
new courses- M.A. in English and B.B.A. 3. Augmentation of infrast:  
utilising available space- Addition of 9 new classrooms and 1 compute  
with 50 computers. 4. Creation and augmentation of infrastructure th  
received from RUSA.

#### 6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal

b) Participation in NIRF

c) ISO certification

d) NBA or any other quality audit

#### 6.5.6 - Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duratio
2019	Providing ground on Campus to Red FM talent Hunt	17/06/2019	27/08/2019	27/08/:
2019	Eugene DSouza Debate Competition	17/06/2019	23/09/2019	23/09/:
2019	Book exhibition on Mahatma Gandhi	17/06/2019	02/10/2019	02/10/:
2019	Esaay competition for Vigilance awareness	17/06/2019	04/10/2019	04/10/:
2019	Providing College campus for conduct of Sate Assembly Elections in October 2019	17/06/2019	09/10/2019	31/10/:
2019	Lecture on Intellectual Property Rights	03/10/2019	17/10/2019	17/10/:
2019	Bal Mela	14/11/2019	01/12/2019	01/12/:
2019	Faculty Development Program for Teaching Staff	17/06/2019	03/12/2019	11/12/:
2019	Seminar for teaching staff on Fire Disaster and First Aid for Fire Burns and "Cardio-Pulmonary Resuscitation (CPR) Training"	17/06/2019	09/12/2019	09/12/:
2019	Faculty Development Program for Non-Teaching Staff	17/06/2019	12/12/2019	21/12/:

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## CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

## 7.1.1 - Gender Equity (Number of gender equity promotion programmes organized by the institutor

Title of the programme	Period from	Period to
Talk by Mrs. Maitreyi Kale, Social activist, on effects of teenage friendships.	03/08/2019	03/08/20
Girl Child day: Beti Bachao Beti Padhao	24/01/2020	24/01/20
International Women's day	08/03/2020	08/03/20
Talk on Gender Equity and gender Sensitization by Dr.Kavita Mate	12/03/2020	13/03/20

## 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
46.19 (Average Savings of 1738 units and Rs. 17470 cost per month)

## 7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number
Physical facilities	Yes	
Provision for lift	No	
Ramp/Rails	Yes	
Braille Software/facilities	Yes	
Rest Rooms	Yes	
Scribes for examination	Yes	
Special skill development for differently abled students	No	
Any other similar facility	No	

## 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 address
2019	Nil	1	15/06/2019	270	Tuition by students to underprivileged children in nearby areas	Educational support to underprivileged
2019	Nil	1	03/10/2019	1	Rally on Mahatma Gandhi	To spread awareness of Gandhian values
2020	1	Nil	21/01/2020	1	Swachhata	Social



						Inclusion of underprivileged children
2020	Nil	1	29/01/2020	1	Street Play on Gandhi in slum near TV Tower	to spread awareness of Gandhian values
2020	Nil	1	14/03/2020	1	Demonstration of hand washing in slum behind WCL	To fight against infection like COVID-19.
2020	Nil	1	23/04/2020	8	To provide food, medicine, financial assistance and academic or psychological counselling to students during pandemic.	Staff contacted students in need based feedback obtained through Google forms.

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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)
College calendar	15/06/2019	Ethics and values expected from students are mentioned in the College Calendar. The calendar is given to every student at the beginning of the academic year. Ethics and values expected from students, mission and motto of the College, were explained during the Orientation program for the students. It was ensured that the academic calendar was followed as much as possible.
Code of Conduct	15/06/2019	The code of conduct is displayed at prominent places in the College. This is a reminder to the staff members of their rights and duties expected of them.
Policy on Prevention of Plagiarism	15/06/2019	The policy on prevention of plagiarism is displayed in the College Library and at prominent places in the College. It helps anyone creating or publishing the work to adhere to the policy.

#### 7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To
Intercollegiate events conducted by CDRESS on issues of socio-religious nature	29/08/2019	31/08/2019
Moral Science Lecture Series	23/09/2019	27/09/2019
National Conference on Laws of Nature Openness To Change: Scientific and Religious Perspectives	28/01/2020	28/01/2020

Students' Seminar On Human Values And Professional Ethics	09/03/2020	14/03/2020
Rangoli Competition on Compassion to animals	28/08/2019	28/08/2019
Poster making	10/08/2019	10/08/2019
Essay Writing Competition Topic: I and My India of Today	11/08/2019	11/08/2019
Conference on Laws of Nature Openness To Change: Scientific and Religious Perspectives	28/01/2020	28/01/2020

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### 7.1.7 - Initiatives taken by the institution to make the campus eco-friendly (at least five)

17. Best Out Of Waste Competition: 27.01.2020 18. Special Drive (Conservation within College) : 28.01.2020 19. Village Activity: As part of Swachh Mission, road show, nukkad natak, banners and poster display on swachh Nagar, WCL Area: 29.01.2020 20. Lecture by Mrs. Sonica Hilson on Ecosystem:12.2.2020 21. Lecture by Ms.Winisha Brodie on Human Population and Environment: 14.2.2020 22. Lecture by Mrs. Sonica Hilson on Ecosystem: 14.2.2020 23. Lecture by Mr.Rojo John on Environmental Pollution:14.2.2020 24. Lecture by Ms.Joycee John on Prevention of Pollution:15.2.2020

25. Lecture by Dr. Susan John on Fire Safety:15.2.2020 26. 'Go Green' Initiative: No Vehicle day 15.2.2020 (393 participants) 27. Lecture by Ms. Brodie on Human Population and Environment: 17.2.2020 28. Lecture by Dr. John on Nanotechnology and Remediation: 20.2.2020 29. Lecture by Mrs.Vaishali on Nuclear Hazards and their effects: 20.2.2020 30. Lecture by Dr. Sonica on Fire disaster-I(Causes Evacuation Plan) and Fire Disaster-II. First aid: 27.2.2020 31. Lecture by Ms. Esmeralda Joseph on Biodiversity: 27.2.2020 32. Lecture by Esmeralda Joseph on Biodiversity: 28.2.2020

33. Tree plantation on National Science Day (80 participants) 34. 'Go Green' Initiative: No Vehicle day 29.2.2020 (394 participants) 35. Lecture by Dr. John on Biohazards: 2.3.2020 36. Lecture by Mrs.Vaishali Sonkusare on Nuclear Hazards: 3.3.2020 37. Lecture by Dr.Shirin Iqbal on Air Pollution: 4.3.2020 38. Lecture by Ms.Winisha Brodie on Human Population 6.3.2020 39. 'Go Green' Initiative: No Vehicle day 7.3.2020 (457 participants) 40. Celebration at SFS 18.3.2020

1. Inauguration of Prakriti: Inaugural talk on Importance of water, conservation, limitation and 3R's of water by Mr. Vinay Limaye, Founder president of Environmental living foundation and Rainwater Harvesting Consultant: 16.8.2019. 2. Lecture by Dr. P.K. Sakharkar on Importance of Natural Resources and their importance: 16.8.2019. 3. Lecture by Mr.Tinu Joseph on Importance of Environmental studies: 22.8.2019. 4. Lecture by Ms. Janet John on Multidisciplinary Environmental studies:12.9.2019. 5. Lecture by Dr.Sarika Gurao on Ecology and their overview:13.9.2019 6. Lecture by Mrs.Swathi Dhore.on Biotic and Abiotic Environment:19.9.2019 7. Lecture by Ms. Janet John on Ecosystem:26.9.2019 Swachhata pledge: 16.1.2020.

9. Plantation of Saplings:17.01.2020 10. Development and presentation of Green Technology for Energy Conservation: Demonstration of working of Solar Panel Generation:18.01.2020 11. Poster Making Competition on Swachhata: 20.01.2020

Campus Cleaning, Weeding out of old files: 21.01.2020 13. Poster Making on Water Conservation: 22.01.2020 14. Talk show on Water by Kasta Dip India Peace Center, Nagpur: 23.01.2020 15. Poster Making Competition Conservation: 24.01.2020 16. Cleanliness drive in Hostel: 25.01.2020

## 7.2 - Best Practices

### 7.2.1 - Describe at least two institutional best practices

**I ORIENTATION OF NEW STUDENTS** Objectives of the Practice:  To familiarise students with the working of the College.  To make them aware of facilities provided by the College.  To let them know the DOs and DONTs while being students of the College.  To acquaint the new students with the Semester pattern introduced by the University.  To make them aware of the ATKT regulations as applicable to the introduction of the semester pattern, and modifications of the same in the semester pattern.  To introduce them to the system of Internal Assessment envisaged by the University in the Semester system. The Context  New students admitted to Undergraduate courses of the University are acquainted with the Board pattern of study and examination.  New students are admitted from diverse social and educational backgrounds.  They are ignorant of the differences in the location where they can be availed in the College.  At times they experience difficulty or hesitate to fall in with the routine and discipline established by the College.  Recently, the practice of orienting them through conduct of a special orientation programme has therefore been adopted.

The Practice:  At the beginning of every academic session, newly admitted students are oriented through a presentation on the College.  Orientation programme includes: o Interaction with the Principal o A presentation about the College facilities. o A presentation in relation with the general examination pattern of the University. o A presentation about the library, its facilities, its hours of operation and regulations. Evidence of Success  Students become aware of the facilities provided by the College.  They feel confident to use the facilities. Problems and Resources Required:  Admissions of new students continue for about 15 days.  Those who take late admission generally tend to miss the orientation programme.  The number of late admissions is considerable, orientation programme is restricted to the closure of admissions.  No specific resources are required. **II STUDENT AID**

Objectives of the Practice: To make students self-sufficient with respect to the expenses incurred for education.  To discourage drop outs as a result of financial constraints.  To remove financial obstacles of students education. The Context  Many students come from financially marginalised families and background.  Students do not fall into any category that receives scholarship.  The circumstances of such students are likely to divert their attention away from academics.  Frequently, there is family or peer pressure on the student to drop out of education for earning livelihood. The Practice:   The practice involves a contribution of Rs. 30 per head per month from salary.  The fund so collected is named the Students' Aid Fund.  A committee was formed to disburse the fund to needy students.  The parameters for eligibility were decided by the committee. It was decided that students already receiving scholarships would not be eligible for applying.  Other parameters involved a consistent academic record.  Income of parents/ guardians.  Format for application was prepared by the committee and notices inviting applications were displayed and circulated.  On proof, applicants would submit their marklists and income certificate to the committee guardian.  After scrutiny of the applications by the committee,

candidates were selected, considering lowest income and highest marks initially one each from Science and Arts streams, were given aid in cheques. □ There was hesitation amongst students to receive aid in form of cheques. □ The problem was resolved by personally informing the applicants and publicly declaring aid. □ It was felt that more beneficiaries could be covered under the initiative. □ Faculty resolved to increase their monthly contribution from Rs 30 to Rs 100/- Evidence of Success □ Students receiving aid were attending classes. □ Results remained consistently good, and even improved in some cases. □ Faculty resolved to increase contribution to Rs. 100 per head per month considering the success of the practice and for increasing the number of beneficiaries covered every year. Problems Encountered and Resources: Problems were not encountered, since the faculty have been contributing towards the cause.

Upload details of two best practices successfully implemented by the institution as per NAAC criteria on institution website, provide the link

<https://sfscollege.edu.in/wp-content/uploads/2020/03/Best-Practices-Implemented-by-the-Institution.pdf>

### 7.3 - Institutional Distinctiveness

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

S. F. S. College, affiliated to Rashtrasant Tukdoji Maharaj Nagpur University, is located in sylvan surroundings away from the hustle and bustle of the city, providing a tranquil and serene atmosphere conducive to the imparting of knowledge. It has a campus spread over 10.47 acres on top of the Seminary Hills, Nagpur. S.F.S. College Society, under the able and benign guidance of its chairman, the Archbishop of Nagpur Diocese, Most Rev. Archbishop Elias Gonsalves, administers and supervises the College. The Vision, Mission and Objectives of the institution are to provide affordable quality education to all strata of the society irrespective of Language, Caste and Creed. The College motto 'Truth and Love', its crest, the College Flag, and the College Anthem, all echo the vision, mission and objectives. The College caters to diverse needs, in tune with the National Education Policy of Higher Education. It focuses on personal development of the students by equipping them with various skills and contributes to National development. The College has competent and well qualified Faculty in its arts, commerce and science streams, who live the role of friend and guide to the students. The unwavering commitment towards engendering a fearless and flexible creative environment. They attempt in this way, to create a microcosm of an ideal larger society. Students are admitted to various courses on the basis of their previous academic performance. Due consideration is also given to students from the marginalized and lower income groups. The Institution organizes indoor and outdoor field visits, exhibitions, debates, seminars, guest lectures, quiz competitions, annual social gathering, sports day and personality development programs through subject associations/cells. This helps the students in their overall development. These activities not only provide an input to the students about important developments in the subject and recent know-how of the world of higher education, but also inculcate several valuable inputs such as team work, leadership, responsibility, public speaking, etc. Life skills and Nation building virtues are inculcated by various programs conducted through various platforms such as NSS, NCC, CDRESS and Women's Cell. The Placement cell

the global trends in employment opportunities in various sectors. They participate in various seminars, symposia and conferences to update themselves. The College has a transparent system of evaluating staff members by the Management Association with parents, alumni and students, through feedbacks and interactions. In its endeavour of student development, the institution attempts to procure accreditation and certification by various national agencies such as NAAC, NIRF, etc. It also attempts to secure funding agencies such as UGC and RUSA. Funds when obtained are earmarked for development of the institution and its students.

Provide the weblink of the institution

<https://sfscollege.edu.in/wp-content/uploads/2020/03/InstitutionalDistinctiveness.pdf>

## 8.Future Plans of Actions for Next Academic Year

1. Conduct of Online classes due to COVID-19 Pandemic till normal offline classes can resume. 2. Remaining in touch with, and providing co-and extra-curricular support to students as well as other interested stakeholders through WhatsApp Subject as well as on topics of general interest. 3. Conduct of online programmes for students on important days such as Independence day, Teachers' Day, Constitution Day, etc. 4. Conduct of Webinars for staff members and other interested stakeholders on Revised Accreditation Framework of NAAC, to support re-accreditation effort of the College staff. 5. Completion of fire-fighting capability infrastructure by construction of water tanks of 15000 litres. 6. Completion of work undertaken under RUSA Funding: a. Increase in size of 20 KV Solar power Generation to 50 KV. b. Completion of basketball court. c. Completion of new class rooms d. Renovation of auditorium e. Addition of equipment to laboratories f. Making the classrooms ICT enabled by adding Computers and LCD Projectors as aids to teaching. g. Renovation of network of College for better internal connectivity 7. Addition of College Security Installation of LED lights (Aug 2020) 8. Renovation of Volleyball court. 9. Installation of new water tank of 5000 litres on the new wing of college and the old, damaged tank. (May 2020) 10. Construction of New Gymnasium and Rooms. 11. Installation of LED lights in Auditorium. 12. Increasing Internet bandwidth. 13. To comply with 3rd cycle Peer Team Recommendations: a. To encourage young faculty to apply for research projects through various funding agencies. b. To increase the number of computers. c. To further encourage Alumni and support college d. To continue Environmental Audit, especially biodiversity on regular basis. e. Number of reference books to be increased in the library. f. To make extracurricular activity related cells more active.