

## SELF STUDY REPORT-BAPANA HOSTEL

1. **Name of the Hostel:** Siremal Bapana Boys Hostel.
2. **Year of establishment:** Old block in 1954 and new block in 1971.
3. **Vision and Mission Statements:** Our vision is to develop dynamic, energetic and socially responsible manpower for country and society. Therefore, hostel provides a homely environment that can nurture the future of our country.

Our mission is to provide comfortable stay of students that includes physical and mental fitness, innovative thinking, interaction with other students, gentle behaviour towards other people and leadership through various extracurricular activities.

4. **Statistical Information about ratio of room available and requirement:** ~ 1:1
5. **Location map of the Hostel:** Location is the most fascinating point for our hostel as this hostel is situated at Navalakha Chouraha from where almost every necessary facility is in close proximity.
6. **Hostel Staff and Organisation Structure:**
  1. Dr. Hamendra Singh Parmar, Warden
  2. Mr. Jagdev Pal, Watchman
  3. Mr. Sardar Gokul, Gardener
  4. Mr. Raju Garud, Sweeper
  5. Mr. Anil Rangari, Watchman
  6. Mr. Shabbir Khan, Watchman
  7. Mr. Ranjeet Kandaare, Sweeper
  8. Mr. Deepak Kandaare, Sweeper.

Besides, Students committees look after the hostel rules and regulations such as anti-ragging committee, Gymnasium incharge, reading hall incharge, Mess committee and Library incharge.

### 7. Organisation of Hostel Rooms and Facilities Maps:

The Hostel is mainly divided into two parts: (i) **Old block** is having guest rooms for the stay of parents and family members of the students. Some rooms are stores. It is noteworthy that due to old construction our old block provide a ambience of heritage and it is also surrounded by Garden.

(ii) **New block:** It is our main facility of Hostel, where 35 rooms are available. This is two floor building with 12 bathrooms and 12 toilets.

Games: We are also having a large space for outdoor games on front and back side of the hostel building. We have both indoor and outdoor games facilities including Badminton, table tennis, Cricket, Volleyball, Football and Carrom board.

Reading hall: We have 24 x 7 facility of reading hall to enhance the scholarly environment.

**Gymnasium:** We have well equipped gym having all the basic facilities required to maintain physical fitness and leads to physical and mental well being of the students.

**Mess Hall:** We have very good dinning hall for students that serve nutritious and delectious food along with an interactive environment and Television facility for entertainment.

**Warden residence:** Warden residence is physically associated with the hostel building so that Warden can have an eye on student activities. Secondly, it also has a little window to watch students and employees without awaring them.

8. **Facilities offered:** Hostel is spread in a total area of 44, 515 sq ft.

<b>Facility</b>	<b>Beds/Room</b>	<b>Infra</b>
<b>Living Rooms</b>	02	Capacity: 1 or 2: <b>Presently 01</b> Size: <b>99</b> Sq.ft Fan: 01 (each room) TV: 01 (in hostel) Cup-Boards: 02 Hangers: 02 Lightings: 02 tube lights Internet: Wi-Fi: Yes Wall Painting: 10 in hostel Ventilation: One big and one little window Any other:
<b>Guest Room</b>		Capacity: <b>02 person and 04 persons in each room.</b> Size:200 Sq.ft AC: 01 cooler in each Fan: 01 TV: Nil Cup-Boards: 02 Hangers:02 Lightings:02 tube lights Internet: Wi-Fi: Yes Wall Painting: 01 in each room
<b>Total Capacity</b>	80 beds 43 rooms	Internet: Wi-Fi: Yes Wall Painting: Yes

<b>Facility</b>	<b>Size Sq.Ft.</b>	<b>Infra</b>
<b>Kitchen</b>	<b>210 sq. ft.</b>	Chimney: <b>Yes</b> Gas: <b>Yes</b> Fridge: <b>Yes</b> Microwave: <b>Nil</b> Crockery: <b>100 Plates and 100 Bowls</b> Utensils : 100 Plates and 100 Bowls Of stainless steel Cooking wares: <b>Frying pan, Kadai, Pressure cooker etc.</b> Exhaust: <b>Yes</b> Modular: <b>Nil</b> Furniture: <b>02 chairs and 02 Tables</b>
<b>Dining Room/Mess</b>	<b>Area: 1210 sq ft.</b>	AC: <b>Nil</b> Fans: <b>04</b> TV: <b>01</b> Lightings: <b>10 tube lights</b> Internet: Wi-Fi: <b>Yes</b> Water Cooler: <b>01</b> Wall Paintings: <b>02</b> Furniture/Seating: <b>07 desks and 02 dinning tables</b> Capacity: <b>30 students at a time.</b> <b>Area: 1210 sq ft.</b>
<b>Common Room</b>	<b>2000 sq.fts.</b>	Capacity: <b>100</b> Size: <b>2000 sq.fts.</b> AC: <b>Nil</b> Fans: <b>06</b> TV:Nil Lightings:20 Tube lights Internet: Wi-Fi:yes Water Cooler: Nil Wall Paintings:05
<b>Medical Examination Room</b>		Doctor Table: 01 Chair:03 Patient Table:01 First Aid Box:01
<b>Computer Room</b>	<b>01 (proposed) ~ 450 sq. ft.</b>	Number of Computers: Nil Chair: 02 Internet:

<b>Facility</b>	<b>Size Sq.Ft.</b>	<b>Infra</b>
		Wi-Fi: Yes
<b>Indoor games</b>	<b>~500 sq. ft.</b>	Table Tennis: 01 Carum boards:02
<b>Gymnasium</b>	<b>350 sq. ft.</b>	01
<b>Garden</b>		Size: Grass: Cushion grass Flowers: Rose, Hollihof and <i>Genda</i> Trees: Old trees of Badam, Mango and Guava. Besides some large canopy trees are there.
<b>Any Other</b>		Nil.
<b>Total</b>	<b>4720 sq. ft.</b>	

9a.**Registers of Feedbacks and User Comments:** Complaint and suggestion registers available. Information on feedback and comments collectively available at Chief-Warden office.

**Living Students:** 45

**Student Parents:** Presently no parent staying

**Student Alumni:** Sometimes stay when visit Indore for any work (record available in form of challan).

9b.**Registers of Surprise Checks by Authorities:** Available.

#### 10. Each Hostel Physical Facilities Record:

- a. **Located in a properly planned and organized space:** Yes
- b. **Sufficient physical living space available in each room in accordance with the national/ international standards:** Yes
- c. **Attached or shared wash rooms and their regular cleanliness arrangements:** Shared. Three employees contribute to maintain cleanliness of bathrooms, toilet, floors, and inside the rooms.
- d. **Rooms be furnishing with apt quality furniture (table, chair, bed, cupboard, racks and dressing table).** Yes.

- e. **Provision of natural light and proper ventilation:** Yes (can be validated physically).
- f. **Provisions for electrical accessories, fan, light arrangements and network cables, Wi-Fi accessibility:** Yes, any problem in these arrangements usually solved by chief-warden office within few hours. The electrician, carpenter, plumbers available through chief-warden office.
- g. **Cleaning plan and schedule, and Cleanliness maintenance in strict manner, whether it is maintained in-house or from an external agency:** It is maintained by University employees.
- h. **Provision for common facilities as follows:**
  - i. **Common facilities for drinking water along with purifiers and cooling, wash rooms equipped with washing machines, hot water supply:** 02 Water Coolers with large capacities are further connected to every floor with drinking taps. For hot water supply, solar guizer installation is in progress.
  - ii. **Medical, first aid and doctor visiting room:** Yes, room available, but Doctor visit as and when required.
  - iii. **Institute/university tie up with the reputed/ renowned hospital for serving specific or emergency situations:** We can contact more than 05 nursing homes and 02 individual medical practinores at any time during emergency.
  - iv. **Special rooms for parents:** Yes (Guest rooms), these rooms having separate toilets and bathrooms and entry /exit.
  - v. **Common recreation, daily news papers, indoor games, Gym, rest room, wall-mounted TV of sufficient screen size with DTH: Yes we have all these facilities:** We access 05 different news papers and India today magazine. Besides we are also having Indoor, outdoor, TV, Gym and rest room facilities.
  - vi. **Excellent modern kitchen orderly, neat and with dining hall with appropriate crockery for running Mess food facilities ensuring that the served food is healthy, nutritious, hygienic and satisfies guests of diverse cultures and locations:** Yes.
  - vii. **Wi-Fi hotspots and Computer/Internet room:** This is under progression.
  - viii. **Paintings of Nation Personalities at key places in the hostel, Names of prestigous Visitor and yearly events photographs, if any:** 05 paintings in common hall, while 05 on other places. Yes CD available.

- ix. **Parking space:** We have sufficient space of parking inside the hostel.
- x. **Store room:** We have 03 store rooms (~ 1500 sq. ft.).
- xi. **Emergency Exits:** 02 Emergency exits available.
- xii. **Fire fighting equipment:** Yes, 01.
- xiii. **Electronic surveillance systems and Arrangements of Guards for 24 hours to keep vigilance and security:** Guards are available 24 x7, but electronic arrangements are on progress.
- xiv. **Garden:** maintain a descent garden of 2000 sq. ft: Yes, may be verified physically.

11. **Financial Resources:** Financial resources managed by Chief-Warden office, but mainly through students hostel fee and UGC grants allocated for the purpose(s).

a. **Governmental and UGC plan and yearly Grants:** 8,00000/- from 2009-2013 (@200000/-p.a.)

b. **Self generated from hostellers' fees in a year:** ~ 6,00000/-

c. **Self generated from parent guests and short period visitors in a year:** ~ 8,000/-(2012-13)

12. **Charges per student per year:** 15,000/-

**Students:** 50/- per day

**Visitors:** 50/- per day

13. **Operational policies (Staff Working hours, Infrastructure Maintenance Schedules of Hostel facilities and):** Staff working hours are 08; Maintenance of electric problems every day 01 hr; others including carpenter, plumber etc are on request for any required duration of time.

14: **Semesterwise Cultural Functions:**

- (1) Ganesh utsav followed by Bhajan Sandhya
- (2) Flag hosting ceremonies on 15 Aug and 26 Jan
- (3) Dahi-Handi program on Janmaasthami
- (4) Shivaratri utsav

(5) 07 days long Yoga Shivar (10-16 April, 2013).

14. **Provisions of administrative control of Hostel and each and other supportive staff to facilitate the student residents and a help desk/attendant and security:** Security is provided through guards from University. All the queries address by Chief-Warden office.

15. **Statistical Graphical Representation of users and area per room and number of inmates per room in each Hostel:** Yes.

16. **Formation of Hostel committee, role and functions in developing the Hostel facilities:** Number of committees regulate the hostel facilities and observance of the rules.

17. **Ten top Alumni of the hostel:**

1. Dr. K.N. Guruprasad, professor, SLS, DAVV, Indore
2. Dr. S. Patil, Professor, SLS, DAVV, Indore
3. Dr. S. Banerjee, Professor & Head, School of Statistics, DAVV, Indore
4. Dr. Subhabhrata Pal, Senior Scientist ITC, Bangalore (year 2001).
5. Dr. Kiran Chaudhary, Post doctoral research Scientist at Korea (year 2001).
6. Dr. Sunil Babu Babba, Postdoctoral Scientist, Hyderabad Central University (year 2001)
7. Mr. Rajesh Awasthi, Principle, Choithram School, Indore (year 1994)
8. Mr. Sarvesh Tiwari, Area Manager in Pharma company, Balaghat (year 2003)
9. Mr. Deelip Jha, Assistant Professor, Bilaspur University (year 2002)
10. Mr. Sandeep Sharma, Bank PO, Jhalawar, Rajasthan (year 2003)

18. **A write-up of Best Practice Followed in Hostel**

**Format for Record of Best Practices of the department**

1. **Title of the Practice**

Development of sense of belonging and to develop socially responsible human being.

2. **Objectives of the Practice**

Providing little and different responsibilities among different groups of students (as per their personality/ liking) develop a sense of belonging with the institution that later develop a psychology to become responsible citizen of the country. These youths may be developed as a dynamic



individuals to eradicate social problems and transform the culture in a desirable direction.

**3. The Context**

Ragging is a crime. It was objective behind constituting anti-ragging committee. It made our students aware and responsible to stop this practice everywhere. The garden, library, Mess and several other contextual committees' engaged students in productive activities and leadership skill enhancements. Overall these activities made them efficient to take decisions, responsibilities and sense of belonging.

**4. The Practice**

The key words of the above mentioned practices are Decentralization of rights and responsibilities among students.

**5. Evidence of Success**

Behavior and attitude of our students towards other individuals and problems is the consistent indicator of the aforesaid practices.

**6. Problems Encountered and Resources Required**

Implementation of the policies required number of counseling to students. Lack of financial freedom as well as associated procedural delay is again slow down the growth processes.

**7. Notes**

**Optional.** Please add any other information that may be relevant for adopting/ implementing the Best Practice in other institutions (in about 150 words): **Nil.**