

Annual Quality Assurance Report **(2014-2015)**

Submitted by,
Internal Quality Assurance Cell

Satyaniketan's
Adv. Manoharrao Nanasaheb Deshmukh
Arts, Science & Commerce College, Rajur.
Tal.Akole, Dist. Ahmednagar, Maharashtra.
Pin-422604.

Submitted to
National Assessment and Accreditation Council
(NAAC)
Bangalore

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC.

(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

AQAR for the Year:

2014-2015

1. Details of the Institution

1.1 Name of the Institution

Adv.M.N.Deshmukh Arts, Science and
Commerce College Rajur.

1.2 Address Line 1

Near Tribal Development Office

Address Line 2

Tal-Akole, Dist-Ahmednagar

City/Town

Rajur

State

Maharashtra

Pin Code

422604

Institution e-mail address

mndcollegerajur@gmail.com

Contact Nos.

02424251080

Name of the Head of the Institution:

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID(For ex. MHCOGN 18879)

1.4 NAAC Executive Committee No. & Date:
 (For Example EC/32/A&A/143 dated 3-5-2004.
 This EC no. is available in the right corner- bottom
 of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

1.6 Accreditation Details

Sr. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+		2004	2004-2009

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

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

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

- | | |
|-----------------------|--------------|
| i. AQAR (2011-2012) | (05/03/2017) |
| ii. AQAR (2012-2013) | (05/03/2017) |
| iii. AQAR (2013-2014) | (05/03/2017) |
| iv. AQAR (2014-2015) | (05/03/2017) |

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(e.g. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (PhysEdu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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

Savitribai Phule Pune University
Pune.

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

07

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

01

2.4 No. of Management representatives

02

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National
State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- ▶ IQAC recommended improvements in infrastructural facilities of the various Departments in academic year 2014-2015.
- ▶ Encouraged faculty members to participate in various Conference/Seminars.
- ▶ Planning of Academic and Research activities.
- ▶ IQAC guided to faculty members for taking Minor Research Project from various funding agencies.
- ▶ IQAC monitored the teaching and learning activities.
- ▶ IQAC helped the faculty members for CAS.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year.

Plan of Action	Achievements
National and State Level Seminars to be organized by Various Departments	Department of Chemistry organized National Level Seminar on “Emerging Trends in Chemical Sciences” 30/01/2015 to 31/01/2015 with funding agency of BCUD, Pune University Department of Zoology organized State Level Seminar on “Role of applied Zoology in agriculture” on 30/01/2015 to 31/01/2015 with funding agency of BCUD, Pune University
Soft Skills Development Programme	Soft Skills Development Programme was organized in college for third year degree students.
Arrange PTA meetings	PTA meetings were organized on 24 December 2014, and 18 th March 2015 in the College.
To Organize State Level Elocution and Debating Competition	Organized State Level Elocution competition Late Dr. Madhavrao Digamber Umrani on 26/09/2014 Organized State Level Debating Competition on “Late Honaji Kondar” on 27/09/2014
Organize Study tours	Department of Science and Geography organized study tour on 24/2/2015 to 26/2/2015 (Sindhkhedraja-Lonar-Nanded)
Guide students for Avishkar Competition	Four students were participated in Avishkar Competition
Conduct Term-End examination	Term End examination is conducted from 20/11/2014 to 01/12/2014
Hindi Din	Hindi Din Celebration in College on 14/09/2014

Organize Special Camp of NSS students in adopted village	A special camp of N.S.S. students was organized in adopted village during 02/12/2014 to 08/12/2014 at Kelungan, Tal-Akole.
Organize Annual Sports Competitions	Annual Sports competitions were arranged during 07/02/2015 to 11/02/2015.
Arrange Annual Gathering and Prize Distribution Ceremony	Annual Gathering was organized on 13/02/2015 and Prize Distribution ceremony was organized on 15/02/2015.in presence of Cinestar Vijay Kadam.
Arrange Meetings of Alumni Association	The meeting of Alumni Association were arranged in college on 12 th December 2014 and 3 rd January 2015
Art Association	Art Association was Inaugurated by auspicious hands of Prof. Raghunath Kharat (Sangamner College)
Science Association	Science Association was Inaugurated by auspicious hands of Dr. A. P. Zambare (Akole College).
Department of Botany	Survey of Medicinal Plant of College Campus
Organize Extension Activities	<ul style="list-style-type: none"> ▶ Swachha Bharat Abhiyan in Rajur town. ▶ Nirbhay Kanya Abhiyan. ▶ Anti Ragging Implementation Campaign. ▶ Women Empowerment Campaign. ▶ Tree plantation by NSS volunteers and NCC cadets along with faculty members. ▶ Rally on AIDS awareness. ▶ Rakshbandhan Celebration. ▶ Cleanliness Campaign on Mahatma Gandhi Jayanti on 2nd October 2011. ▶ Disaster Management Training in college campus.

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

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

The AQAR was placed before the Management. After the discussion the Management approved the AQAR of 2014-2015

Part – B
Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	1			
UG	3			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	4			

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

- ▶ Our college is following the curriculum of Savitribai Phule Pune University. University restricts the Academic Mobility of students.

PATTERN	STREAM	CLASS
SEMESTER	SCIENCE	S.Y.B.Sc. T.Y.B.Sc. M.Sc.
TRIMESTER	--	--
ANNUAL	ARTS	F.Y.B.A. S.Y.B.A. T.Y.B.A.
	SCIENCE	F.Y.B.Sc.
	COMMERCE	F.Y.B.Com. S.Y.B.Com. T.Y.B.Com.

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

Mode of feedback : Online Manual

Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

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

NIL

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

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
30	28	02	-	00

2.2 No. of permanent faculty with Ph.D.

06

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
00	00	00	00	00	00	01	00	02	00

2.4 No. of Guest and Visiting faculty and Temporary faculty

02	04	03
----	----	----

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	13	30	14
Presented	04	18	06
Resource Persons	--	--	--

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

- ▶ Use of interactive methods in classroom.
- ▶ Organisation of seminars and workshop.
- ▶ Group discussions and question answer.
- ▶ Use of LCD, Internet, Multimedia and audio visual aids.
- ▶ Use of Charts, Models and Maps.

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

191

2.8 Examination/ Evaluation Reforms initiated by the Institution

- ▶ The student can get Photocopy of answer sheet according to University Rules and Regulations.
- ▶ The CCTV Surveillance is made available in Examination office.

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

03	00	00
----	----	----

2.10 Average percentage of attendance of students

79%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
T. Y. B. A.	218	10	86	49	13	72.47%
T. Y. B. Sc.	50	06	17	07	--	60.00%
T. Y. B. Com.	73	07	22	05	16	68.49%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:
The IQAC) contributes to improve the teaching –learning process in the following way:

- ▶ Actively participate in every event of the college including seminars / conferences conducted by various Departments.
- ▶ Vigilant for timely instructions and directives of NAAC, UGC, BCUD (Savitribai Phule Pune University, Pune) etc.
- ▶ Preparation and submission of AQAR.
- ▶ IQAC plays a vital role in the quality enhancement and sustenance of the teaching-learning process by giving directions and constant encouragement to the faculty members and students.
- ▶ It promotes research and consultancy and develops advanced state of infrastructure, to undertake Minor/Major Research Projects to enhance the research abilities.
- ▶ Encourages the faculty to attend various programs organized by the University and other National agencies.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	05
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	02
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	--
Others (Short Term Course)	07

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	15	00	00	00
Technical Staff	00	00	00	02

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year.

Criterion – III

3. Research, Consultancy and Extension

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

- ▶ IQAC inspires the research culture among the faculty members.
- ▶ They are encouraged for research projects to tap funds from various funding agencies.
- ▶ Regular Interaction with faculty members for sensitizing them about research schemes, revised guidelines/ directives of funding agencies.
- ▶ The faculty members are also motivated to actively participate in different levels of seminars, conferences and workshops.

3.2 Details regarding major projects : **NIL**

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in ₹. Lakhs				

3.3 Details regarding minor projects: **NIL**

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in ₹. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	10	17	01
Non-Peer Review Journals	--	--	--
e-Journals	--	--	--
Conference proceedings	--	04	--

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	--	--	--	--
Minor Projects	--	--	--	--
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects (other than compulsory by the University)	--	--	--	--
Any other(Specify)	--	--	--	--
Total	--	--	--	--

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	--	01	01	--	--
Sponsoring agencies	--	Pune University	Pune University	--	--

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Nil	Nil
	Nil	Nil
International	Nil	Nil
	Nil	Nil
Commercialized	Nil	Nil
	Nil	Nil

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year: 2014-2015

Total	International	National	State	University	Dist	College
--	--	--	--	--	--	--

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

<p>Extention Activities</p>	<ul style="list-style-type: none"> ▶ Swachha Bharat Abhiyan in Rajur town. ▶ Tree plantation by NSS volunteers and NCC cadets along with faculty members. ▶ Rally on AIDS awareness.
<p>Spatial Camp of NSS at adopted Village-</p>	<ul style="list-style-type: none"> ▶ A spatial camp of NSS was arranged at adopted village, Kelungan, Tal- Akole, Dist- Ahmednagar from 02/12/2014 to 08/12/2014 ▶ Tree plantation in the adopted village. ▶ Lectures are conducted on various issues like <ol style="list-style-type: none"> i) Disaster management ii) Rural Literature iii) Youth and Higher education. iv) Yoga and Health. v) Environmental Awareness. vi) Challenges in front of Youth. vii) Personality Development. viii) Women Empowerment. ix) Save Child Girl.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	12.5 Acres	--	Management of the Institute	--
Class rooms	18	00	Management of the Institute, Affiliating University and UGC	18
Laboratories	09	00	Management of the Institute, Affiliating University and UGC	09
Seminar Halls	01	00	Management of the Institute, Affiliating University and UGC	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	--	--	--	--
Value of the equipment purchased during the year (₹. in Lakhs)	₹.1588474/-	₹.236931/-	Management of the Institute, Affiliating University and UGC	₹.1825405/-
Others	--	--	--	--

4.2 Computerization of administration and library

- ▶ There are 7 PC's available in the administration office. These PC's are connected with internet facility.
- ▶ A Broadband connection is available.
- ▶ The institution has LAN facility with 2 switch 10 by 100 mbps.
- ▶ The library has 2 computers.
- ▶ Library is also connected with broadband facility.
- ▶ This facility is avail for document delivery system/inter-library loan etc.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	6405	₹.61496 0/-	653	₹.98250/ -	7058	₹.713210/-
Reference Books	9113	₹.15890 33/-	407	₹.13438 8/-	9520	₹.1723421/ -
e-Books	--	--	--	--	--	--
Journals	162	₹.80855/ -	31	₹.16610/ -	193	₹.97465/-
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	--	--	--	--	--	--
Others (specify)	--	--	--	--	--	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centers	Computer Centers	Office	Depart-ments	Others
Existing	70	02	All	03	01	01	17	--
Added	21	--	--	--	--	--	--	--
Total	91	02	All	03	01	01	17	--

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

All the departments are well-equipped with computers, internet and printers. The library, Examination Section are connected with LAN. The scholarships and examination forms are filled up online. Students are provided free internet access in departments and the library.

4.6 Amount spent on maintenance in lakhs:

i) ICT	₹.413085/-
ii) Campus Infrastructure and facilities	₹.1764356/-
iii) Equipments	₹.243931/-
iv) Others	₹.680764/-
Total :	₹.3102136/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- ▶ IQAC collects feedback from students on various support services available in the college which were duly considered for enhancement of quality.
- ▶ Feedback of students on all the available programmes is made available to the Principal and management through IQAC for quality improvement.

5.2 Efforts made by the institution for tracking the progression

- ▶ Each Department maintains the results of the students.
- ▶ The interactions with students throughout the academic year and after the declaration of results help the faculty members to track the progression of the students.
- ▶ A review of student's progression is taken during the meetings of the IQAC.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1554	41	--	--

(b) No. of students outside the state

00

(c) No. of international students

00

	No	%		No	%
Men	956	59.93%	Women	639	40.07%

Last Year 2013-14						This Year 2014-15					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
202	61	1069	167	--	1499	226	67	1119	183	--	1595

Demand ratio :- 1:1

Dropout % :-3%

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

- ▶ College had started Competitive Examination Cell under which special lectures are organized to guide students regarding the preparation of competitive examinations.
- ▶ Library facility made available for competitive examination to students.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	<input type="text" value="00"/>	SET/SLET	<input type="text" value="00"/>	GATE	<input type="text" value="00"/>	CAT	<input type="text" value="00"/>
IAS/IPS etc	<input type="text" value="00"/>	State PSC	<input type="text" value="00"/>	UPSC	<input type="text" value="00"/>	Others	<input type="text" value="15"/>

5.6 Details of student counseling and career guidance

- ▶ The College has established Counselling Cell and Placement Cell which guide the student.
- ▶ Teachers provide special guidance about career at departmental level.

No. of students benefitted

5.7 Details of campus placement: The College is situated in Tribal hilly and remote area so no industry or organization visits.

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
--	--	--	17

5.8 Details of gender sensitization programmes

- ▶ At the beginning of every academic year Principal conduct 1st meeting with all new student and given an orientation on gender sensitization along with other areas of concern.
- ▶ The college has an Association “Vidyarthini Manch” for girl students which also conduct different programmes on women empowerment in a academic year.
- ▶ A workshop on Personality Development was organized for girl students.
- ▶ A rally to Save Girl Child was arranged in the village adopted by the college.
- ▶ Nirbhay Kanya Abhiyan was conducted by SWO.
- ▶ “Karate Training” is also provided to the girl student.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	000	000
Financial support from government		₹.3362300/-
Financial support from other sources	000	000
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: - **NIL**

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:-

The vision of the college is to provide the higher education facility to all these students from tribal and rural area and to the girl students. Vision and goal of the institution is not only to provide higher education but also generate courage in them to face the worst situations. With this vision Institution has chosen a Sanskrit motto “*Asto ma Sadagamaya*”.

Mission:-

Mission of the institute/college is to motivate and bring out change in the economic status of helpless and socially deprived Adivasi and Tribal people as well as to inspire them to uplift their intellectual, moral and educational level. We lay down the foundation of higher education among the students to enable them to make use of their knowledge to achieve higher education. We develop scientific attitude among the Tribal students. We made avail the facility to girls who are deprived of higher education after 12th standard. We provide the right kind of leadership in all walks of life. We create awareness on human rights and inculcate social, moral and spiritual values in the people. The Institution helps them to enter into main stream of higher education.

6.2 Does the Institution has a management Information System

- ▶ The college has a Management Information System (MIS) in which scholarship, employee establishment and payroll are integrated.
- ▶ All the data about the students, staff and library are placed on central server.
- ▶ MIS generates various reports that are useful to the Management, Principal and office for further decision making.

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

6.3.1 Curriculum Development

- ▶ The College is affiliated to Savitribai Phule Pune University, hence the college has very marginal role in developing curriculum.
- ▶ The college promotes and provides financial assistance to faculty members for contributing in syllabus restructuring workshops organized by the affiliating university.

6.3.2 Teaching and Learning

- ▶ The faculty is recruited, strictly on merit basis.
- ▶ Academic calendar drawn up at the beginning of the academic year is closely adhered so that the syllabus is completed in stipulated time, internal evaluations are completed according to schedule and organizational goals are achieved with optimum efficiency and smooth coordination.
- ▶ The top management ensures that maximum number of faculty should obtain M.Phil. and Ph.D. degree as the highest degree.
- ▶ Infrastructure and learning resources are enhanced and maintained and updated.
- ▶ Classrooms, Laboratories and Library are well equipped and furnished.
- ▶ Departments of Geography, Science & Commerce organize study tours.
- ▶ Objective system of monitoring through continuous evaluation.

6.3.3 Examination and Evaluation

- ▶ Evaluation mechanism includes both written tests and other methods of evaluation through projects, seminars, articles and book reviews, quiz etc.
- ▶ The affiliating university sets the question papers for all the examinations.
- ▶ All the question papers are sent to the examination centre of the college one hour before the examination by the university.
- ▶ Term end Annual examination pattern for Arts and Commerce faculty.
- ▶ Semester pattern for Science faculty.
- ▶ As per University guidelines, college conducts continuous assessment process for examination and evaluation.
- ▶ As per the credit-based evaluation system for PG students, we conduct variety of descriptive and objective tests, assignments, open-book test and seminars.

6.3.4 Research and Development

- ▶ Teachers are encouraged to publish papers in journals.
- ▶ The faculty members participate in Seminars & Conferences at different levels.
- ▶ College provide financial assistance to the faculty for attending seminars and conferences.
- ▶ College motivate students to participate in 'Aavishkar'- a regional research competition of Savitribai Phule Pune University Pune.

6.3.5 Library, ICT and physical infrastructure / instrumentation

To develop and update facilities in library, the college has adopted following strategies :

- ▶ The physical infrastructure has been improved.
- ▶ **653 text books, 407 reference books and 31 Journals are purchased. Total cost is ₹.249248/-**
- ▶ ICT based instruments and computers are purchased and used for computer lab.
- ▶ **Library functions for 9 hours a day for 273 days.**

6.3.6 Human Resource Management

- ▶ Faculty members attend Orientation /Refresher programs and Short Term Courses.
- ▶ Every year, performance assessment of faculty and staff is done by self-appraisal method (PBAS)
- ▶ Faculty members are encouraged to present and publish research papers in reputed journals.
- ▶ The heads of the departments after analysing the feedback, Principal give necessary suggestions to the respective faculty member for quality improvement.
- ▶ The college also encourages the faculty to attend Seminar/Workshop/Symposia.
- ▶ Faculty members are motivated to acquire additional qualifications like M.Phil and Ph.D.

6.3.7 Faculty and Staff recruitment

- ▶ The advertisement is approved by Savitribai Phule Pune University and Government of Maharashtra (Joint Director of Higher Education).
- ▶ The approved advertisement is publishing in national and state newspaper.
- ▶ Candidates are recruited on regular basis through a duly constituted Selection Committee by the University and as per the norms laid down by UGC and Government of Maharashtra.

6.3.8 Industry Interaction / Collaboration

- ▶ The Department of Geography, Chemistry, Botany, Zoology and Commerce organized study tours at several places. It's part of syllabi prescribed by BOS.

6.3.9 Admission of Students

- ▶ The admissions were made strictly in accordance with the State Government and Savitribai Phule Pune University Pune rules and regulation.
- ▶ The prospectus highlights the details of various courses, process of admission, fee structure, facilities, rules and regulations, information regarding various scholarships etc. of the College is prepared every year prior to the commencement of admissions.
- ▶ The college has established spatial admission committee for counselling the students.
- ▶ Reservation policies are followed strictly as per University and Government of Maharashtra.
- ▶ Admission is given on first come first basis in UG and on merit basis.
- ▶ Only 20/- rupees charged for admission of Second and Third year students.

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> ▶ PF and Gratuity. ▶ Loans from Employees Cooperative Credit Societies. ▶ ₹.25,000/- are given as emergency for medical treatment. ▶ Duty leaves are given to faculty members for University Examination work, Workshops, Seminars, Orientation Course, Refresher Course and Short Term Course. ▶ Medical leaves are given. ▶ Reimbursement of registration fees for Paper presentation, Workshops and Seminars.
Non-Teaching	<ul style="list-style-type: none"> ▶ PF and Gratuity. ▶ Loans from Employees Cooperative Credit Societies. ▶ ₹.25,000/- are given as emergency for medical treatment. ▶ Uniform distribution and washing allowance.
Students	<ul style="list-style-type: none"> ▶ Earn and Learn Scheme is in practice from several years. ▶ Scholarship for students. ▶ Group insurance schemes in collaboration with the Savitribai Phule Pune University, Pune. ▶ Internet facility, personality development, Special guidance Scheme, NCC, book banks, sport facility, hostel facility, food facility, NSS etc.

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

6.7 Whether Academic and Administrative Audit (AAA) have been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	Yes	Management and Principal
Administrative	No	-	Yes	Management and Principal

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- ▶ Old question papers are made available on website.
- ▶ Photocopies of answer sheet are provided to the student as per demand.
- ▶ Various certificates are provided to the student as per requirement.
- ▶ Hall tickets are provided to the student before starting the examination.
- ▶ Timetable and schedule of examination is display before one month.
- ▶ CCTV surveillance in Examination Section of the college.

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

N.A.

6.11 Activities and support from the Alumni Association

The alumni of the college contribute to the development of college & also contribute in academic planning of the institution.

6.12 Activities and support from the Parent – Teacher Association

- ▶ Parent- Teacher meeting is conducted .
- ▶ The college organized “Mother in College” and “PalakMelawa”.
- ▶ Oral suggestions and feedback is also taken from the parents.

6.13 Development programmes for support staff

- ▶ Laboratory safety workshop is organized by Department of Chemistry for lab assistant and lab attendant
- ▶ Computer training is provided to the administrative staff by expert.

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

College has undertaken various eco-friendly measures such as

- ▶ Tree-plantation.
- ▶ Digitalization of record.
- ▶ E-mail and short message service (SMS) for office communication.
- ▶ College web site for communication with employees and students
- ▶ Dustbins on the campus.
- ▶ Cleanliness and sanitation
- ▶ Use of Renewable Energy Sources.
- ▶ Use of LED Bulbs.
- ▶ Check- Dam

▶

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- ▶ Students are encouraged to participate in various activities and guide them to present their innovative ideas.
- ▶ All faculty members make use of ICT for effective teaching process.
- ▶ Language Lab is used for developing communication skills of the students.
- ▶ The focus has been given on competence, skills development and character building of the student. This is done through academic work with a special focus on skills and values. The skill components included in all the UG and PG Programmes.
- ▶ Soft Skill development programme is organized for students.
- ▶ Study Tours and Field visits are organized by different Departments to give real life experience of the syllabus they study.
- ▶ Brainstorming, debates, quizzes, presentations cultural activities are used to teach innovatively.

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

- ▶ All the Academic, Co-curricular and Extra-curricular activities are organized by different Departments at the beginning of the Academic year.
- ▶ The Principal and Co-ordinator take the review of all the activities.
- ▶ The Principal and Co-ordinator make suggestions to the Head of Department for better improvements.
- ▶ The annual reports of the activities are prepared and presented at the time of Annual Prize Distribution.
- ▶ The college has taken efforts to motivate students to come in large numbers for various special programmes.

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

- i) **Upliftment of Tribal Students.**
- ii) **“Jagar Janivancha” – Gender Equality Campaign**

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- ▶ Plantation by College Staff, NSS, SWO and NCC Department.
- ▶ Organized rally on Pollution free environment by NSS and NCC Department.
- ▶ Environmental Awareness is a Compulsory Subject for S.Y.B.A., S.Y.B.Sc. and S.Y.B.Com. Students.
- ▶ Digitization of records.
- ▶ Dustbins on the campus.
- ▶ Cleanliness and Sanitation.
- ▶ Conservation of electricity.
- ▶ Rain water is used as distilled water in chemistry laboratory for experiments.
- ▶ E-mail for communication.

7.5 Whether environmental audit was conducted? Yes No

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

Strength:

- ▶ Use of innovative methods of teaching for quality.
- ▶ Excellent growth of students in co-curricular and extracurricular activities.
- ▶ High quality academic programmes for students.
- ▶ Strong commitment to tribal society, service, social justice, empowerment of women.
- ▶ Highly qualified faculty, committed to student welfare.
- ▶ Positive and sustained approach to research.
- ▶ Supportive Management and Principal who encourages faculty members and students.
- ▶ Soft skills development program was conducted for students.
- ▶ All required infrastructural facilities are available.
- ▶ Library of the college is fulfilling the requirements of the students.
- ▶ Earn and learn principle has been developed among students.

Weaknesses:

- ▶ Most of the students belong to ST, SC, OBC and Economically weaker background so their educational performance is not quite adequate.
- ▶ Limitation of funds by counselling.
- ▶ Barrier of language.

Opportunities:

- ▶ To start research centre for a few programmes.
- ▶ To start career oriented courses.
- ▶ To develop tie-up relations with industrial experts.

8. Plans of institution for next year (2015-2016)

- ▶ To organize the Seminar/Workshop/Conferences
- ▶ To undertake Research Project proposal funded by UGC and BCUD, Savitribai Phule Pune University.
- ▶ To increase the application of ICT and new techniques for effective teaching.
- ▶ To improve the quality in teaching and publication.
- ▶ To organize the Alumni Meet
- ▶ To organize special camp for NSS funded by University.
- ▶ To organize the Study Tours.

Name: Dr. B. K. Tapale

Signature of the Coordinator, IQAC

Name:Principal Dr. B. S. Deshmukh

Signature of the Chairperson, IQAC

ANNEXTURE –I**Academic Calendar for 2014-2015****TERM I**

Week/Month	Activity
1 st to 15 th June 2014	Admission Process for all programmes
16 th June 2014	Date of Commencement of First Term
Last week of June 2014	Principal meet with newly admitted students
1 st July 2014 to 7 th July 2014	Medical Check up
10 th July to 20 th July 2014	Inauguration of Art Association, Science Association, Debate and Elocution
16 th August to 30 th August 2014	First internal test for all classes
10 th Sept.2014 to 15 th Sept. 2014	State level Debate and Elocution competition

TERM II

Week/Month	Activity
20 th November 2014	Date of Commencement of Second Term
Term End Examination	20/11/2014 to 01/12/2014 F.Y.B.A., S.Y.B.A., T.Y.B.A., F.Y.B.Com.S.Y.B.Com. and T.Y.B.Com.
02/12/2014 to 08/12/2014	NSS Special Winter Camp
20 th Dec. 2014 to 30 th Dec.2014	Organization of study tour
1 st January 2015 to 5 th January 2015	Commerce Festival
First week of February 2015	Annual sport competition
Third week of February 2015	Annual Gathering and prize distribution
30 th April 2015	Date of Conclusion of Second Term

ANNEXURE- II:**Brief Report on Feedback Analysis on Teaching**

The student feedback is taken on curriculum and teaching at the end of every academic year. The IQAC office provides the printed feedback forms to the students. The feedback is taken from all students for analysis.

The various parameters on which teaching is assessed are as follows:

- ▶ Communication Skills of Teacher
- ▶ Teaching Quality of Teacher
- ▶ Academic input, Subject Knowledge,
- ▶ Content and Method of Delivery,
- ▶ Resourcefulness and Readiness of teacher
- ▶ Accessibility and Availability of Teacher in Campus/ Department.

The students are asked to grade teachers on a scale of “A” to ‘D”, where ‘A” being Excellent and ‘D’ being Average. The students also have to mark ‘Best Teacher” teaching the Class. All feedback forms are collected at the end of academic year. The Feedback is then assessed and analyzed by IQAC. The feedback analysis is discussed with the Principal. The suggestions or complaints of students, if any, are brought to the notice of the Principal. The Principal discusses it with the respective teacher and give suggestions for improve the quality.

ANNEXTURE -III

Best Practice

BEST PRACTICE – I

Title: Upliftment of Tribal Students.

1. Goal :

Satyaniketan is a group of workers committed to the cause of the downtrodden in general and the tribal area of the Akole Tahsil in Ahmednagar District in particular on their habitat. The work from its very beginning had an educational thrust, initially, it was the voluntary primary school run in villages and network of 3 boys hostels and a hostel for girls now a net of 2 middle schools and a junior college, a senior college an Ashram School and 22 day care centers for kids of the pre-school age group. The institution believes in working not for but with the people. Naturally the main thrust is education. During the academic year 1993-94 under report in response to a pressing demand of the student community and their guardians and member of public, a senior college was opened at Rajur.

The main objective of the college is to impart higher education to the tribal and backward students who were deprived of it when this college was not available. The college is newly established and at present it has 1508 pupils and almost of them belongs either to the scheduled tribes, scheduled castes and economically backward communities who are now able to persecute their higher education solely because of this college. It has proved to be a “blessing” (boon) to these tribal students.

- ▶ Hence one of the goals of our institution is to uplift the tribal and rural students and to empower them through the higher education.
- ▶ To bring the tribal and rural students to the main stream of the education.
- ▶ To make all round development of the tribal and rural students.
- ▶ To impart value based education through the socio- cultural activities.
- ▶ To develop personality through higher education.
- ▶ To motivate the tribal and rural students towards research and civil services.

Hence it becomes the mission statement of our institute right from its establishment and so it fore fronted as a vision to prepare them to assume better positions of political, economical, intellectual, artistic and environmental leadership in.

2. The Context:

Keeping the goal deep in mind our milestone late S.G. alias Bapusaheb Shende, late Savitribai Madan and late R.V. Patankar had first initiated the institution from the 3 residential hostels of boys and a hostel for girls. Now it is highly changed in to network of 2 middle schools, a junior college, a senior college, an Ashram School and 22 day care centers for kids of the pre-school age group. Students from tribal, hilly and remote places used to come to Rajur to take admission in College for higher education. Though the students left their villages and come to Rajur. The main problem is residence.

3. Practice:

The Government Hostel facility for Tribal students for Boys and Girls is available at Rajur. But the intake capacity of the Hostels is inadequate. As a result, most of the students can't get admitted in these hostels. In spite of having strong will for education, such students are depriving of higher education. The Institute Administration realized this fact. For the purpose, the members immediately determined to run a hostel in College campus for such students, having lodging and boarding facilities, in meager expenses. As a result, the students who were deprived of higher education could get their higher education and are brought into the main stream of the country.

4. Evidence :

The number of College attending girl-students has increased due to hostel available in the college campus. These girl-students were deprived of higher education. Most of these students have graduated and post-graduated in various disciplines and they are serving on higher posts in various fields, viz. academic, social, political, etc. As policy of priority/observation to girl students in admission process has resulted in considerable increase in the number of girl students.

- ▶ **Mr.Rahul Laxman Kudekar - QC, New Mumbai**
- ▶ **Mr. Dipak Kondaji Dhokare – R & D, New Mumbai**

Above listed students are taken for the representatives of the tribal students. Along with them there are many other students, who are not mentioned but our practice do enlightened the spark in the successors of these students to take higher education through our College. Hence the percentage of tribal students also got increased. We have got some fruitful, measurable success in accomplishing our goal the few above citation of our vision and mission that we dreamt and we achieved boosted our strength to go ahead with goal set.

Best Practice – II

1. Title “Jagar Janivancha” – Gender Equality Campaign

2. Goal

- ▶ The College established Women Cell to address the Redressal regarding Gender Equality.
- ▶ To sensitize the students to various dimensions of gender discrimination.
- ▶ To engage the students in all activities that would empower them to work for gender just society.
- ▶ To counsel to the students regarding ragging/abuse and harassment/teasing and ensure security of girl students
- ▶ Awareness about personal hygiene and healthy co-education. It also provide a tool to develop moral education, life development skills, and communications skills etc.

3. The Context

This best practice is according to the National policy for empowerment of women and one of the aims, objectives and Goals of the Institute itself “To empower girl students and the women staff by establishing special Women / Redressal / Counseling Cells”. The College ensures through the different activities the developing sense of Gender Sensitization and gender equality among the students. In this regard following strategies are conducted by the College.

- ▶ The meeting of all students is conducted at the beginning of every academic year and to promote gender equality counseling from the Experts.
- ▶ After counseling students are asked for their views and suggestions on gender equality and women empowerment. Their views and suggestions are received in suggestion box.
- ▶ It becomes challenging to accelerate on all suggestions and hence five prominent suggestions were selected by Redressal committee and started its implementation.

5. The Practice

To inculcate the Gender Equality among the students and Society following activities has been planned and conducted by the College.

- ▶ The College has organized Student Meet to sensitization them toward Gender Equality, which was addressed by renowned Counselor Adv. Mrs. Gavande and Adv. Mrs. Mangalatai Hande . In this Sensitization program, suggestions are received for inculcating Gender Equality and to change the Secondary treatment to women in the society.
- ▶ “Nirbhay Kanya Campaign” organized by Student Welfare Department in Collaboration with NCC and NSS participants.

- ▶ “Mother in College Campaign” is organized by Women Empowerment Cell.
- ▶ “Self Defense Training Programme” organized by Student Welfare Department in Collaboration with NCC and NSS participants.
- ▶ To motivate the girl students Poster Competitions are organized on occasion of “Jagatik Mahila Din” (World Ladies Day) and Save Girl Child Campaign.
- ▶ The stickers on Gender Equality have been posted at relevant places like Library, Main office, Hostels etc. in the College campus.
- ▶ The lecture of Hon. PSI Rajur Police Station has been organized to convince the message of Savitribai Phule on Gender Equality.
- ▶ The poster exhibition has been organized on contribution of Women in Society.

6. Evidence of Success

- ▶ The student’s group discussions on the topic of Gender Sensitization and equality is held with highly renowned personalities in the society like Local Doctors, Member of the Bar Akole Court and different eminent experts from the same field.
- ▶ The news regarding the Gender Sensitization Program and the articles are published widely through daily news papers.
- ▶ Girls and boys of the college were always engaged in the college administration through different committees.
- ▶ The society start recognizing the college in different view when stickers stuck on the walls and doors of the nearby houses.
- ▶ Disciplined atmosphere and gender sensitization among the students of the college is reflected.
- ▶ These activities strengthen the gender equality among the students.

7. Problems Encountered and Resources Required

- ▶ Student’s participation in the related program is poor due to majority students are from Tribal and Rural Hilly area.
- ▶ While surveying in the society on the issues peoples were not eager to receive this information.
- ▶ For the purpose of gender sensitization, awareness of the same is needed to be made at public places.
- ▶ Special advantages in terms of felicitate such student on occasion of Annual Prize Distribution Ceremony are required for the promotion of the gender sensitization.
- ▶ Special funds are generated from Government and University level through the NCC, NSS and Adult education program.
- ▶ List of the Expertise in the field of counseling for gender sensitization through NGOs is to be maintained on the government websites.