

## 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

#### 1. Details of the Institution

1.1 Name of the Institution

Y.D.V.D. Arts and Commerce College, Teosa

1.2 Address Line 1

At Post - Teosa

Address Line 2

Teosa

City/Town

Teosa, Dist. Amravati

State

Maharashtra

Pin Code

444905

Institution e-mail address

ydvdcollege@gmail.com

Contact Nos.

07225-222031

Name of the Head of the Institution:

V.H.Bhatkar

Tel. No. with STD Code:

07225-222031

9421790103

Mobile:

Name of the IQAC Co-ordinator:

Dr. Manish ShrihariGaikwad

Mobile:

9922626237

IQAC e-mail address:

iqacydvd@gmail.com

1.3 NAAC Track ID(For ex. MHCOGN 18879)

MHCOGN 13362

1.4 NAAC Executive Committee No. & Date:

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

EC/62/RAR/015 dated 05-01-2013

1.5 Website address:

www.ydvdcollege.org

Web-link of the AQAR:

www.ydvdcollege.org/AQAR2014-15.doc

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	C+		2004	
2	2 <sup>nd</sup> Cycle	C	1.95	2012	05.01.2013 to 04.01.2018
3	3 <sup>rd</sup> Cycle	-	-	-	-
4	4 <sup>th</sup> Cycle	-	-	-	-

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

09.07.2005

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

2014-15

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

- i. AQAR \_\_\_\_2012-13- (02/09/2013)
- ii. AQAR \_\_\_\_2013-14- (08/11/2017)

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

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (PhysEdu)

TEI (Edu)  Engineering  Health Science  Management

. --

Others (Specify)

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

SantGadge Baba Amravati  
University, Amravati

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

08

2.2 No. of Administrative/Technical staff

02

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

01

-

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

-

2.9 Total No. of members

15

2.10 No. of IQAC meetings held

03

2.11 No. of meetings with various stakeholders:

No.

10

Faculty

06

Non-Teaching Staff

02

Students

01

Alumni

Others

01

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

(ii) Themes

-

2.14 Significant Activities and contributions made by IQAC

To set short term and long term goals for academic and infrastructural development.

Updation of the college website from time to time.

Prepare and send proposals for availing the UGC Grants.

To facilitate the work of Competitive Examinations Guidance Cell.

To encourage the teachers to conduct maximum possible lectures in ICT classroom and optimize the use of ICT enabled services in the institution.

To accelerate the completion of Basketball Court and Electrification Flood Lights.

To seek permission of the parent management to demolish the old unused construction of the classrooms.

To promote and accelerate research work in the college.

To seek grants from the Govt. Of Maharashtra to the Science faculty of the college. To prepare an effective presentation for the interface of the same.

## 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
<ul style="list-style-type: none"> <li>• To upgrade the quality of teaching using latest ICT tools.</li> <li>• To develop Infrastructure as per the instructions from the parent society</li>   <li>• To make preparations for SAAC, an assessment of the college by the management on the basis of NAAC</li> <li>• To organize Guest Lectures / quiz/seminar competition</li> <li>• To organize excursion/ Study tour or industrial visit for students.</li> <li>• To organize Book Exhibition for staff and students.</li> <li>• To conduct academic extension activities.</li> <li>• To publish / present the research papers in Journals and conferences and to send the minor/ major research projects for sanction to UGC. <ul style="list-style-type: none"> <li>• To promote the use of E-Journals and Inflibnet</li> <li>• To organize Computer training workshop for students.</li> <li>• To participate in Inter National/National/State level conferences/workshops/seminars.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Measures taken to upgrade the quality of teaching with the maximum possible use of ICT resources.</li> <li>• Infrastructural Development Initiated: <ol style="list-style-type: none"> <li>a) Separate Departments</li> <li>b) Sports Stadium Work in Progress</li> <li>c) Gym and ground for sports persons</li> <li>d) Separate toilets for boys, girls and staff members.</li> <li>e) Girs' Hostel Utilisation for Classrooms and Departments proposed and sanctioned. Renovation of the Staffroom and two classrooms undertaken. Construction of the Ladies Toilet completed.</li> </ol> </li>   <li>• SAAC visit was organised and the assessment was done on the basis of NAAC by the parent society.</li>   <li>• Guest lectures on the topics, as “How to Prepare for the Competitive Examinations” by ShriGajananKore, “Confidence Building” by Shri Nikhil Mohodorganized .</li> <li>• Educational Tour of the students of the Dept. of Commerce to MIDC Amravati conducted. Visit to a Historic Place Lasur was organised.</li> <li>• Book Exhibition on Dr.RanganathanJayanti was organised.</li> <li>• General Knowledge Test conducted by the Department of Physical Education on National Sports Day .</li> <li>• One Day workshop on “Financial Accounts” by Commerce Department in collaboration with SEBI.</li> <li>• RashtriyaYuwaDiwas Celebrated.</li> <li>• 13 Research papers are published in national/ international journals and 12 in conference proceedings by the faculty members.</li> <li>• 02 major and 03 minor Research projects submitted to UGC for sanction.</li> </ul>

<ul style="list-style-type: none"> <li>• To attend NAAC related conferences/Seminars</li> <li>• To participate in Youth Festival of the University and guide students for achieving ranks in various events</li> <li>• To organize Birth and Death Anniversaries of eminent National leaders, social reformers and scientists .</li> <li>• To organize various academic activities for students .</li> <li>• To conduct extra classes for potential toppers and weaker students</li> <li>• Complete computerisation of the office.</li> <li>• To organise sports/ cultural events in the college.</li> <li>• To organise students related programmes on career counselling and personality development.</li> <li>• To organise educational excursion / industrial visits.</li> <li>• To initiate the process of fulfilling the NAAC recommendations regarding infrastructure development and curricular enrichment</li> </ul>	<ul style="list-style-type: none"> <li>• 41students participated in various games and 30 in cultural programmes at University level.</li> <li>• 200 students participated in NSS extension activities.</li> <li>• Participation in Shivaji Olympiad, a society level sports event by 52 players and 1st place in two events.</li> <li>• Yoga Classes conducted for teachers and office staff. <ul style="list-style-type: none"> <li>• Extra Coaching to increase the language proficiency of the students conducted.</li> <li>• Research Promotion Activities accelerated to encourage research ambience in the College such as Granting Study Leave for doing Ph.D. and Duty Leave for reading papers in the conferences, Faculty encouraged to attend International, National and State level conferences.</li> <li>• NSS used for implementing various schemes and reforms in the Society.</li> <li>• Games and Sports encouraged, promoted and given adequate infrastructural facilities.</li> <li>• Office work including admission work, scholarships mechanism automated.</li> <li>• Grievance Redressal Committee formed for students and staff members</li> <li>• Anti-ragging Committee formed.</li> <li>• Committee against sexual harassment at workplace formed</li> <li>• Spacious Reading Room made available to the students.</li> <li>• 2nd biggest district centre for YashwantraoChavan Maharashtra Open University.</li> <li>• Birth anniversaries of the founders of the nation including Yoga Day observed.</li> <li>• Awareness about environmental issues created among the staff and the students through organising various programmes.</li> <li>• System of Internal evaluation of students evolved</li> <li>• Beautification of campus undertaken.</li> </ul> </li> </ul>
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\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body      Yes       No

Management       Syndicate       other body

Provide the details of the action taken

- |  |
|--|
| <ul style="list-style-type: none"> <li>• The AQAR is placed before the LMC and after review, it is approved.</li> <li>• The Principal initiates the action, wherever necessary, as per the directives given by LMC.</li> </ul> |
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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	3	-	-	-
<b>Total</b>	<b>7</b>	-	-	-

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	1
Trimester	-
Annual	2

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.

The University receives guidelines from UGC regarding updating syllabi of various faculties. The Boards of Studies of the concerned subjects make revision of the syllabi after about every three to four years.



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

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**Criterion – II**

**2. Teaching, Learning and Evaluation**

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
12	10	02	-	-

2.2 No. of permanent faculty with Ph.D.

03

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
	2								

2.4 No. of Guest and Visiting faculty and Temporary faculty

1      -      12

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	3	10	05
Presented papers	3	08	06
Resource Persons	-	-	-

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

ICT-enabled teaching-learning process followed.  
Student-centred teaching strategies were introduced.

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

180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding,

Double Valuation

Double Valuation, Photocopy, Online Multiple Choice Questions)

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

-	-	-
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2.10 Average percentage of attendance of students

76.00%
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2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.I	229	01	09	11	208	30.13
B.A.II	140	01	10	13	116	35.00
B.A.III	95	01	10	15	69	37.89
B.Com.I	118	02	08	59	49	28.57
B.Com.II	69	01	01	05	62	37.68
B.Com.III	35	02	04	24	05	17.14

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

The IQAC prepares the Academic Calendar. It also conducts the Academic Audit.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	01
HRD programmes	02
Orientation programmes	02
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	-
Others	02

## 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	03	02	-	03
Technical Staff	-	-	-	02

## Criterion – III

### 3. Research, Consultancy and Extension

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

Research Committee promotes the research culture amongst the faculty and researchers.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	02
Outlay in Rs. Lakhs	-	-	-	-

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	03
Outlay in Rs. Lakhs	-	-	-	-

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	04	07	-
Non-Peer Review Journals	-	03	02
e-Journals	-	-	-
Conference proceedings	07	03	-

#### 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 organisations

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	-	-	-	-

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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	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

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	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

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

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

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: No NCC Unit

	University level	State level
National level	International level <input type="text" value="-"/>	<input type="text" value="-"/>

3.23 No. of Awards won in NSS:

	University level <input type="text" value="2"/>	State level <input type="text" value="-"/>
National level	International level <input type="text" value="-"/>	<input type="text" value="-"/>

3.24 No. of Awards won in NCC:

	University level <input type="text" value="-"/>	State level <input type="text" value="-"/>
National level	International level <input type="text" value="-"/>	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="3"/>
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="17"/>
		Any other	<input type="text" value="2"/>

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

- Cash Prizes for the Meritorious students by the Staff.
- SakshartaJagruti Rally during Seven Days Dr PanjabraoDeshmukhJayantiUtsav
- Spoken English Classes for the Students
- Tree Plantation Programme
- Mere Bhaiyya AIDS Se BachnaAbhiyaan on RakshaBandhan
- Earn and Learn Scheme for the Students of Home-Economics and Commerce

## 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	11300 Sq.M.	-		11300 Sq.M.
Class rooms	10	-	UGC and Management	10
Laboratories	04	-		04
Seminar Halls	01	-	-	01
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	-	-	UGC	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others • Basket Ball Ground with Flood Lights system • Building Construction, Indoor Stadium Approach road		27,67,172	UGC and Parent Management	27,67,172

#### 4.2 Computerization of administration and library

- Office and library computerisation is already completed

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	18506	1706362	37	30720	18543	1737082
Reference Books	632	169866	Nil	Nil	632	169866
e-Books	-	-	-	-		
Journals	81	33000	29	12700	110	45700
e-Journals	N-List	5000	N-List	5000	N-List	5000
Digital Database	-					
CD & Video						
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	34	01	03	01	01	01	10	01
Added	04	-	-	-	-	-	-	-
Total	38	01	03	01	01	01	10	01

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

- The whole College campus is Wi-Fienabled.
- Every department and every teacher has been provided with laptops.
- Optimum use of ICT facility in teaching-learning and research
- Internet browsing is available for teachers and students at the Internet Centre in the library free of cost during the working hours of the library.
- Students are encouraged to make use of internet facility.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	12,050
ii) Campus Infrastructure and facilities	3,29,334
iii) Equipments	-
iv) Others	15,500
<b>Total :</b>	<b>3,56,884</b>



**Criterion – V**

**5. Student Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Classes for competitive examinations started.
2. Remedial Coaching Classes are being engaged.
3. Group discussions, quiz, extension lectures, seminar on workshops organised from time to time on societal issues and academic topics.
4. Parent / guardian teacher scheme implemented to monitor the progress of the students.
5. Promoted games and sports activities so that number of our students participated at University and State levels.
6. Gender sensitization programmes organised.
7. Anti-ragging Committee formed.
8. Cell against sexual harassment of employees and girls both
9. Regular disbursements of government free-ships and scholarships.
10. Representation of students on various committees in the college
11. Formation of students' council as per University guidelines comprising a University Representative of the students

5.2 Efforts made by the institution for tracking the progression

To identify the advanced learners and also the weak learners from all classes and provide special coaching to improve their performance. To motivate students for their upward mobility

Conduction of special classes to develop students' communication skills and also their unique talents

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
789	21	-	-

(b) No. of students outside the state

-

(c) No. of international students

-

Men	No	%	Women	No	%
	322	40.81		467	59.18

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
28	146	09	413	01	709	22	187	12	471	-	789

Demand ratio

Dropout %

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

Conduction of Coaching Classes for students appearing for various competitive examinations like Public service Commission examinations

To organize workshops and mock examinations to encourage and guide students to prepare for such examinations

Extension activities, Group discussions, Seminars organised.

No. of students beneficiaries

175

#### 5.5 No. of students qualified in these examinations

NET	-	NET/SLET	-	TE	-	-	
IAS/IPS etc	-	State PSC	1	UPSC	-	Others	13

#### 5.6 Details of student counselling and career guidance

The college organized 02 workshops to provide proper guidance to students regarding preparation of competitive examinations. Eminent Resource Personnel were invited to guide the students for this.

Career Guidance and Placement Cell conducted a mock competitive examination based on the syllabus and pattern for the Maharashtra Public Service Commission State Civil Services examination in which around 320 students participated. The toppers in this examination were duly awarded.

Career Guidance and Placement Cell also organised a workshop in collaboration with the S.G.B.Amravati University, Amravati in the college

No. of students benefitted

320

### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	6

### 5.8 Details of gender sensitization programmes

- Free Blood Test Camps for girls – Blood Group, Sickle Cell, Anemia, etc.
- PoshanSaptaha- Seven Days Programme to promote health awareness among the girls students by the Dept. of Home-Economics
- Workshop on “Women’s Empowerment and Self Defense”, was organized.
- Resource persons delivered lectures to create awareness regarding female foeticide.
- Blood Test for checking haemoglobin was conducted for girl students

### 5.9 Students Activities

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

State/ University level

7/77

National level

1

International level

-

No. of students participated in cultural events

State/ University level

27

National level

-

International level

-

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

Sports : State/ University level

04

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		
Financial support from government	384	706725/-
Financial support from other sources		
Number of students who received International/ National recognitions		

#### 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: Library Timings increased by 02 hours.

## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

##### VISION

ShriShivaji Education Society, Amravati was established in the month of December 2, 1932. The vision of the society is to make special efforts for the progress of education in vidarbha and elsewhere, particularly for the poor and backward classes and whereas it is necessary to start special institutions for achieving this objectives, in the faculties of Agriculture, Science, Literature, Commerce, Industry, Arts and Law and to encourage Games And Sport Women Education, Biotechnology Medical Education, with Hospital and Medical Research Centre Etc.

##### MISSION

*'Tamaso Ma Jyotirgamaya'*:- “LEAD ME FROM DARKNESS TO LIGHT” This is a prayer taken from Rigweda, having a noble and exalted mission. This is the noble mission of ShriShivaji Education Society Amravati. Hence ultimately the institution becomes a natural heir to the mission of the society. As per the above shloke, the institution too is determent to strive for the removal of Darkness from Human Mindset through Education and thereby bring Light and Wisdom into Human Life. As the institution is located in rural area the students are children of farmers belonging to low-earning families. The institution will provide best opportunities in the field of education to the unprivileged, poor and backward class students. It will be with the help of modern infrastructure and learning resources and other facilities. The institution from its inception is earnestly, steadily and sincerely endeavored to bring this mission to fruition.

#### 6.2 Does the Institution has a management Information System

Yes. The institution has a Local Management Council in which the academic, infrastructural, and financial audit is submitted during the LMC meeting held once in a session. The President of the parent body or his representative is nominated on the Purchase Committee and the other statutory bodies of the institution.

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

#### 6.3.1 Curriculum Development

The syllabi for various courses and classes are designed and developed by the Board of Studies formed by the respected university. The college follows and implements the instructions given by the University in this regard.

#### 6.3.2 Teaching and Learning

The college follows and implements the syllabi provided by the University during the session.

Teachers try to make use of the new, innovative and effective teaching methods so as to increase students' participation to improve and accelerate the Teaching-learning process. Use of ICT enabled classrooms; Power Point Presentations, Question-Answer and other interactive teaching methods, etc. are encouraged.

#### 6.3.3 Examination and Evaluation

The college conducts Classroom Tests, Unit Test Examinations, Term-End Examinations, Mock Viva-Voce examinations, Internal assessment Tests during the course of the session. The assessment of the students' academic performance done by the respective subject teacher is displayed on the Notice Board of the college. Examination and Results committee is formed in the college for the smooth and effective functioning of these activities.

The University conducts the final Annual Examination for the students of B.A. and B.Com. Courses and two Semester examinations for B.Sc. course in the college. The evaluation of the theory examination is carried out by the University through Centralized Assessment Programme. The Viva-Voce examination for English and Marathi subjects; and Practical examination for science subjects is conducted in the college for which an external examiner is provided by the university for which the evaluation is carried out by the internal and external examiners.

#### 6.3.4 Research and Development

It was decided in the IQAC Meeting held at the beginning of the session that teachers' research activities should be accelerated. Non Ph.D. teachers are instructed in the meeting to register or submit their research theses for the Ph.D. at the earliest. It was also decided that each member of the teaching staff is required to publish at least two research papers in the reputed journals or in the conference proceedings and also prepare for the major and minor research projects

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

Grants received from UGC and fees collected from students are utilized for updating the library with text books, reference books, research journals, magazines, etc. ICT infrastructure in the institution is upgraded by purchasing latest required instruments during the session. The institution has built a superb basketball court with electrification flood lights this year. The building work of the Indoor stadium is in progress. The college has sent a proposal to UGC for the construction of Classrooms, Common Room and Toilet during this academic year.

#### 6.3.6 Human Resource Management

Faculty members in the institution are allotted committees for the smooth conduction of various activities in the college. The Principal, by decentralizing academic and administrative work, makes maximum utilization of the human resources.

#### 6.3.7 Faculty and Staff recruitment

After the staff justification is made by the Joint Director's (Higher Education) office, the institution conveys the same to the parent body i.e. the Society Head Office. The recruitment is made as per rules and regulations laid down by UGC and the government. If there are vacant posts in spite of this, the same are filled in at the college and University level by appointing Clock Hour Basis faculty.

#### 6.3.8 Industry Interaction / Collaboration

The Commerce students are taken for Industrial visits to the nearby MIDC, Industrial Zones, Banks, Companies, Factories, Co-operative Societies, Malls, Shops, etc. Here, the students get an opportunity to have a face to face interaction with the successful and eminent entrepreneurs.

#### 6.3.9 Admission of Students

The institution provides admissions to students as per merit and as per the reservation criteria provided by the State Govt. of Maharashtra at entry level.

6.4 Welfare schemes for

Teaching	Medical Reimbursement, GPF Refundable/Non Refundable Loan, LIC Premium, Personal Loan, Housing Loan, Vehicle Loan from Banks
Non teaching	Same as above
Students	Govt. of India Scholarships, Prizes as per Academic Merit, Teachers sponsored Prizes

6.5 Total corpus fund generated

4700

6.6 Whether annual financial audit has been done

Yes  No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	ShriShivaji Education Society	Yes	IQAC
Administrative	Yes	State Government Auditors & ShriShivaji Education Society	Yes	Parent Management

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?

- Annual system for B.A., B.Com., M.A., Semester System for B.Sc.
- Centralised Valuation System at the University.



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

Parent University has, in its statutes, a provision to grant autonomy to the colleges

6.11 Activities and support from the Alumni Association

- Alumni Meet was organised in the college during the Annual Function of the college.
- Guidance and support is taken from the University Colour Holders in the Alumni Association in Games and Sports.

6.12 Activities and support from the Parent – Teacher Association

- We do not have formal Parent- Teacher Association in the college. But whenever required, the parents are called for the discussion regarding any problem of their ward - academic or non-academic.

6.13 Development programmes for support staff

Participation in Orientation Programmes, Refresher Courses, Short Term Courses, Summer/Winter Schools, ICT Trainings, Skills Development Training Programmes, Conferences, Seminars, Workshops, etc.

Research Activities: Faculty Improvement Programmes, M.Phil., Ph.D., Major/Minor Research Projects, Conduction of Conferences, Seminars, Workshops, Publication of Research Journals.

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

Formation of green Campus Committee in the college, No Vehicle Day once in a month, Sharing Vehicles every day, Tree Plantation and Nurturing, Cleanliness Awareness Programmes, Congress Grass Eradication Programmes, Classroom Decoration Competitions for students, Prohibition of tobacco, gutka and similar hazardous products in the campus, Save Electricity Drive

## 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.

1. Felicitation of Merit students organized every year.
2. NSS Unit adopted village and provided services and guidance to the villagers on various social issues.
3. Sports culture especially to rejuvenate Kabaddi in the college and Teosataluqua initiated.
4. Maximum participation of college students in maintaining Green Campus.

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

1. Internal Evaluation System to make Examination an integral part of Teaching-Learning Process.
2. Guidance about health matters given to girls students by reputed local doctors.
3. Blood Donation camp organized.
4. A camp was organised for girl students to increase haemoglobin in the blood.

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

1. Cash Prizes to Meritorious Students by each member of the Staff every year.
2. Adaptation of a village by the college NSS Unit for its development

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

7.4 Contribution to environmental awareness / protection

Green Campus Committee in the college  
Tree Plantation and Conservation  
Regular Monitoring of minimising the use of plastic in the campus.  
Save Paper Campaign in the office  
Lectures and Tours to encourage students for environment protection

7.5 Whether environmental audit was conducted?

Yes

No

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

### **SWOC ANALYSIS**

#### **Strengths:**

- ❖ Strong and Continuous Support of the renown parent society .
- ❖ Eco – friendly campus.
- ❖ Qualified, experienced and dedicated staff
- ❖ Adequate Students Strength
- ❖ Inlibnet facility in the library.
- ❖ Wi- Fi campus
- ❖ Strong NSS unit. Organization of several social activities in and out of the college
- ❖ Sports Gymkhana. Many University colour-coat holder, players and athletes.
- ❖ Lap-top provided to each member of the teaching staff.

#### **Weaknesses:**

- ❖ Inadequate Non-teaching staff in the office and library.
- ❖ No in-flow of students to stay in the women's hostel.
- ❖ Students belonging to rural areas are less confident and un-polished in mannerism and etiquette.
- ❖ Less minor and major Research Projects
- ❖ Lack of post-doctoral research and projects.
- ❖ Very few conferences/seminars organized by the college.
- ❖ Science faculty on-no- grant basis.
- ❖ Inadequate Laboratory equipments and facilities

#### **Opportunities:**

- ❖ To propel the large no. of students belonging to financially weaker section and hailing from rural areas towards the pathway of knowledge and education and make them confident, self – reliant and sincere to achieve greater heights in the field of their interest and skills.
- ❖ To give proper direction and guidance to the robust and competent students in the field of games and sports and prepare them for state / national level competitions and tournaments.
- ❖ To start Self help Groups of the girls students of the dept .of Home –Economics and manufacture bakery / food products , fashionable clothes etc. resulting in the Earn and Learn Scheme
- ❖ To polish the language of the rustic students- Marathi and English.

#### **Challenges:**

- ❖ To acquire Govt. grants for science faculty
- ❖ To accelerate Research activities
- ❖ Starting post. Graduate departments in many subjects
- ❖ To strengthen the Alumni association
- ❖ To create/ prepare students to fetch laurels in curricular/ co-curricular and extra- curricular activities
- ❖ To Increase campus placement of the students.
- ❖ To seek UGC grants for the development of infrastructural facilities like- renovation of classroom buildings, establishment of laboratories etc.

**8.Plans of institution for next year**

- 1) To Endeavour to receive Government grants for the for the existing Non-grant Science faculty in the college.
- 2) To accelerate research programmes/activities in the college such as Ph.D. Registration and submission by the faculty members, to undertake Minor and major Research Projects, to conduct and participate in workshops, seminars and conferences.
- 3) To enhance teaching-learning process through ICT enabled services available in the college.
- 4) To increase annual examination results and decrease dropout rate.
- 5) Updating the library with basic and advanced requirements.
- 6) Development of Classroom infrastructure.
- 7) Plantation of more trees and developing a Botanical Garden and also Medicinal Plants Garden in the campus.
- 8) Special Coaching for Competitive Examinations and Guidance for Interview Preparations
- 9) Spoken English Coaching Classes for the students of the college
- 10) No Vehicles Day to be observed one day every month.
- 11) To create special facilities for differently-abled students.
- 12) To use the resources of Music Dept. to organize cultural activities.
- 13) Solar lamps to be installed on the campus.
- 14) The burning of papers on the campus to be stopped.
- 15) Save Electricity Campaign.
- 16) To make efforts to carry out employment oriented activities for the students.
- 17) To provide latest equipments and other facilities to the laboratories, library, and Dept. of Games & Sports.

Name \_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

\_\_\_\_\_  
*Signature of the Chairperson, IQAC*

\_\_\_\_\_\*\_\*\_\*\_\_\_\_\_  
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**Annexure I**

**Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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**ACADEMIC CALENDAR**  
**2015-16**

<b>JUNE</b>	:	15, 16, 17, 18, 19, 20 22, 23, 24, 25	for admission	} 10 days
<b><u>For Teaching:</u></b>	:	26, 27, 29, 30	= 04 days (T)	
<b>JULY</b>	:	1, 2, 3, 4, 6, 7, 8, 9, 10, 11 20, 21, 22, 23, 24, 25 27, 28, 29, 30, 31	21 Days (T)	} 01 Day
<b>AUGUST</b>	:	One Day Students' Council Election 1, 3, 4, 6, 7, 8, 10, 11 13, 14, 17, 19, 20, 21 22, 24, 25, 26, 27, 28, 29, 31	= 22 Days (T)	
<b>SEPTEMBER</b>	:	1, 2, 3, 4, 5, 7, 8, 9, 10 11, 12, 14, 15, 16, 18, 19 21, 22, 23, 25, 26, 28, 29, 30	24 Days (T)	
<b>OCTOBER</b>	:	1, 3, 5, 6, 7, 8, 9, 10 13, 14, 15, 16, 17, 19, 20 21, 23, 26, 27, 28, 29, 30, 31	23 Days (T)	
<b>NOVEMBER</b>	:	From 1 to 22 Winter Vacation 23, 24, 26, 27, 28, 30	= 22 Days Vacation = 06 Days (T)	
<b>DECEMBER</b>	:	1, 2, 3, 4, 5, 7, 8, 9, 10, 11 12, 14, 15, 16, 17, 18, 19 21, 22, 23, 26, 28, 29, 30, 31	23 Days (T)	
<b>JANUARY</b>	:	1, 2, 4, 5, 6, 7, 8, 9, 11, 12, 13 14, 15, 16, 18, 19, 20, 21, 22 23, 25, 27, 28, 29, 30	25 Days (T)	
<b>FEBRUARY</b>	:	1, 2, 3, 4, 5, 6, 8, 9, 10, 11, 12 13, 15, 16, 17, 18, 20, 22, 23 24, 25, 26, 27, 29	24 Days (T)	
<b>MARCH</b>	:	1, 2, 3, 4, 5, 8, 9, 10 11 to 20 – Common Test	= 08 Days (T) = 10 days	

**ACADEMIC CALENDAR  
2014-15**

<b>Session</b>	<b>Begins</b>	<b>Ends</b>
First Session	Monday 09 June 2014	Saturday 18 Oct. 2014
Diwali Vacation	Monday 20 Oct. 2014	Saturday 08 Nov. 2014
Second Session	Monday 10 Nov. 2014	Saturday 25 April 2015
Summer Vacation	Monday 27 April 2015	Saturday 13 June 2015

**Public Holidays**

1	Independence Day	Friday 15 August 2014
2	Ganesh Chaturthi	Friday 29 August 2014
3	GauriPoojan	Monday 01 Sept. 2014
4	SarvapitriAmavasya	Tuesday 23 Sept. 2014
5	Dasra	Friday 03 Oct. 2014
6	Bakr-Eid	Monday 06 Oct. 2014
7	Guru Nanak Jayanti	Thursday 06 November 2014
8	X-mas	Thursday 25 December 2014
9	Republic Day	Monday 26 January 2015
10	Mahashivratri	Tuesday 17 Feb. 2015
11	ShivajiMaharaj Birth Anniversary	Thursday 19 Feb. 2015
12	Holi	Friday 06 March 2015
13	Gudipadwa	Saturday 21 March 2015
14	Shri Ram Navmi (birth Anniversary)	Saturday 28 March 2015
15	Mahavir Birth Anniversary	Thursday 02 April 2015
16	Dr.BabasahebAmbedkar Birth Anniversary	Tuesday 14 April 2015
17	AkshayTritiya	Tuesday 21 April 2015
18	Maharashtra Day	Friday 01 May 2015

**ACADEMIC CALENDAR 2015-16**

<b>Sr.No.</b>	<b>Events / Programme</b>	<b>Date / Days of Week</b>
01	College opens (this session)	15 June 2015
02	Admission Procedure	From 2 <sup>nd</sup> week to Last week of June 2015
03	Commencement of Regular Classes	25 June 2015
04	Student Welcome & Principal's address to the students	01 July 2015
05	First Unit Test (all subjects)	Third & Fourth week of August
06	Inaugurations of Study Associations	August & September 2015
07	Independence Day Celebration	15 August 2015
08	Mahatma Gandhi & LalBahadurShashtri Birth Anniversary	02 October 2015
09	Second Unit Test	Third & Fourth week of October 2015

10	Winter vacation N.S.S. special camp	01 to 22 November 2015
11	SantGadge Baba Death Anniversary	20 December 2015
12	Dr.PanjabraoDeshmukh Birth Anniversary Celebration & Annual Social Gathering	27 December 2015 Last week of December 2015
13	KrantijyotiSavitribaiFule Birth Anniversary	03 January 2016
14	Home Assignment Submission	Second & Third week of January 2016
15	RajmataJijau Birth Anniversary and Function to mark National Youth day or the Birth Anniversary of Swami Vivekanand	12 January 2016
16	College Common Test	Second week of Feb. 2016
17	ShivajiMaharajJayanti	19 February 2016
18	Dr.PanjabraoDeshmukh Death Anniversary	10 April 2016
19	Mahatma Fule Birth Anniversary	11 April 2016
20	Dr.BabasahebAmbedkar Birth Anniversary	14 April 2016
21	Summer Vacation begins & Maharashtra Day Celebration	01 May 2016
22	College Reopens (next 2016-17 session)	13 June 2016