

2016-17

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:

Mr. Manojkumar V. Jagtap

Tel. No. with STD Code:

07225-222031

Mobile:

7020660060

Name of the IQAC Co-ordinator:

Mrs. Madhuri Dhiware -Raut

Mobile:

7020660060

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/AQAR2016-17.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 st Cycle	C+		2004	
2	2 nd Cycle	C	1.95	2012	05.01.2013 to 04.01.2018
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

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

09.07.2005

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

Session 2016-17

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)
- iii. AQAR 2014-15----- (08/11/2017)
- iv. AQAR 2015-16----- (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)

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1.12 Name of the Affiliating University (for the Colleges)

Sant Gadge Baba Amravati
University, Amravati. (M.S.)

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

Autonomy by State/Central Govt. / University	<input type="text" value="-"/>		
University with Potential for Excellence	<input type="text" value="-"/>	UGC-CPE	<input type="text" value="-"/>
DST Star Scheme	<input type="text" value="-"/>	UGC-CE	<input type="text" value="-"/>
UGC-Special Assistance Programme	<input type="text" value="-"/>	DST-FIST	<input type="text" value="-"/>
UGC-Innovative PG programmes	<input type="text" value="-"/>	Any other (<i>Specify</i>)	<input type="text" value="-"/>
UGC-COP Programmes	<input type="text"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="08"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="02"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and Community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="-"/>
2.8 No. of other External Experts	<input type="text" value="-"/>
2.9 Total No. of members	<input type="text" value="15"/>
2.10 No. of IQAC meetings held	<input type="text" value="02"/>
2.11 No. of meetings with various stakeholders:	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) Theme

2.14 Significant Activities and contributions made by IQAC

The IQAC set the short term and long term goals in the sphere of academics and administration to be achieved by the institution within the stipulated time period.

It was planned to update the overall infrastructure of the institution.

The IQAC planned to identify the advanced learners and also the weak learners from all classes and provide special coaching to improve their performance. It also facilitated the conduction of special classes to develop students' communication skills and also their unique talents and coaching Classes for students appearing for various competitive examinations like Public service Commission examinations.

IQAC encouraged the Career Guidance and Placement Committee to organize workshops and mock examinations to encourage and guide students to prepare for such examinations and to organize workshops to develop the interview techniques for the students

The IQAC promoted the teaching staff and the students for participating and conducting various research activities and maximize the use of ICT enabled services in the institution.

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"> • To make preparations for SAAC, an assessment of the college by the management on the basis of NAAC • It was planned to update the overall infrastructure of the institution. To initiate the process of fulfilling the NAAC recommendations regarding infrastructure development and curricular enrichment • The IQAC planned to identify the advanced learners and also the weak learners from all classes and provide special coaching to improve their performance. It also facilitated the conduction of special classes to develop students' communication skills and also their unique talents and coaching Classes for students appearing for various competitive examinations like Public service Commission examinations. IQAC encouraged the Career Guidance and Placement Committee to organize workshops and mock examinations to encourage and guide students to prepare for such examinations and to organize workshops to develop the interview techniques for the students • The IQAC promoted the teaching staff and the students for participating and conducting various research activities and maximize the use of ICT enabled services in the institution. • To organize Guest Lectures / quiz/seminar competition • To organize excursion/ Study tour or industrial visit for students. • To organize Book Exhibition for staff and students. • To conduct academic extension activities. • To publish / present the research papers in Journals and conferences and to send the minor/ major research projects for sanction to UGC • To promote the use of E-Journals and 	<ul style="list-style-type: none"> • SAAC visit was organised and the assessment was done on the basis of NAAC by the parent society. • The process of fulfilling the NAAC recommendations about infrastructure development was initiated by the college management. Utilisation of vacant Girls Hostel for the purpose of Classrooms, laboratories, Staff Room, NSS and YCMOU office was planned. • The construction of a well-equipped Basketball Court with Electrification Flood Lights near completion. • The construction of a well-equipped Auditorium in progress. • Extra classes for the identified advanced learners and the weak learners were conducted. Special classes to develop students' communication skills in English were conducted by the Dept. of English. Career Guidance and Placement Committee organized 02 workshops and coaching classes in the college. • The teachers participated in conferences/seminars and also presented research papers. They also published research papers in the reputed journal • The study tours were organised by the Departments of History and Commerce. • Book Exhibition was organised by the Library Staff on Ranganathan Jayanti. • The teachers and the students made use of E-Journals and Inlibnet available in the library. • Computer training workshop for students of Science and Commerce was conducted. • 23 students participated in Youth Festival of the S.G.B.Amravati University in 15 events. • During the Annual Students' Gathering, various cultural and sports events were conducted. 07 Sports and Games events were organised by the Tehsil office of TeosaTaluqua in the college to

<p>Inflibnet</p> <ul style="list-style-type: none"> To organize Computer training workshop for students. To attend NAAC related conferences/Seminars To participate in Youth Festival of the University and guide students for achieving ranks in various events To organize Birth and Death Anniversaries of eminent National leaders, social reformers and scientists . To organize various academic activities for students . To conduct extra classes for potential toppers and weaker students Complete computerisation of the office. To organise sports/ cultural events in the college. To organise students related programmes on career counselling and personality development. 	<p>promote sports culture.</p> <ul style="list-style-type: none"> Birth and Death Anniversaries of s eminent National leaders, social reformers and scientists were celebrated with vehement participation of the students . Office computerisation completed. 02 Personality Development Programmes for students organised during the year. Career Counselling Workshop in collaboration with the S.G.B.Amravati University, Amravati was also organised for students.
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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 Any other body

Provide the details of the action taken

- The AQAR is placed before the LMC and after review, it is approved.
- The Principal initiates the action, wherever necessary, as per the directives given by LMC.

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
Ph.D	-	-	-	-
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:

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.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

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

03

2.2 No. of permanent faculty with Ph.D.

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	06	11	03
Presented papers	03	06	00
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, Photocopy, Online Multiple Choice Questions)

Double Valuation

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

-	-	-
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as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

77.03%

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	188	--	--	--	--	17.55
B.A.II	118	--	--	--	--	25.42
B.A.III	105	--	13	18	1	44.76
B.Com.I	96	--	--	--	--	15.63
B.Com.II	72	--	--	--	--	23.61
B.Com.III	67	--	--	--	--	46.27

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	--
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	--
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	--
Others	--

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	05	--	--	--
Technical Staff				01

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	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	2,20,000/-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	03	06	00
Non-Peer Review Journals	--	--	--
e-Journals	--	--	--

Conference proceedings	02	02	00
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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	02	UGC	2,20,000	nil
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	-	-	-	-	-
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

3.23 No. of Awards won in NSS:

University level State level
 National level International level

3.24 No. of Awards won in NCC: No NCC unit

University level State level
 National level International level

3.25 No. of Extension activities organized

University forum

College forum

NCC

-

NSS

10

Any other

02

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

- Saksharta Jagruti Rally during Seven Days Dr Panjabrao Deshmukh Jayanti Utsav
- Tree Plantation Programme
- Mere Bhaiyya AIDS Se Bachna Abhiyaan on Raksha Bandhan
- Earn and Learn Scheme for the Students of Home-Economics and Commerce
- Cash Prizes for the meritorious students by the Staff.
- Spoken English Classes for the Students
- The faculty members honour the meritorious students by giving cash prizes.
- A handsome amount was given by the staff members towards the welfare of soldiers as Flag Day Donation.

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.	02	--	UGC	02
Value of the equipment purchased during the year (Rs. in Lakhs)		2,15,290	UGC	2,15,290
Others				

4.2 Computerization of administration and library

<ul style="list-style-type: none"> • Office and library computerisation is already completed

4.3 Library services:

	Existing	Newly added	Total
--	----------	-------------	-------

	No.	Value	No.	Value	No.	Value
Text Books	18015	2119505	70	31372	18085	2150877
Reference Books	2227	57354	07	3198	2234	60552
e-Books	N-List consortia					5000
Journals	22 to be counting					8000
e-Journals	N-List					
Digital Database	N-List					
CD & Video	43	1300			43	1300
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	38	01	03	01	03	01	10	01
Added	00	00	00	00	00	00	00	00
Total	38	01	03	01	03	01	10	01

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

- Every department and every teacher has been provided with laptops.
- Optimum use of ICT facility in teaching-learning and research
- Students are encouraged to make use of internet facility.
- The whole College campus is Wi-Fi enabled.
- 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.

4.6 Amount spent on maintenance in lakhs :

i) ICT	NIL
ii) Campus Infrastructure and facilities	Rs. 1, 00,000/-
iii) Equipments	Rs.49, 472/-
iv) Others	Rs. 12000/-
Total:	Rs. 1, 61,472/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Establishment of Career Guidance and Placement Cell, Students’ Grievances Redressal Cell in the college.

Representation of students on various committees in the college

Formation of students’ council as per University guidelines comprising a University Representative of the students

Conduction of Bridge Courses like Remedial and coaching Classes for the SC/ST students and also the Special classes for the academically strong and weak students of the institution

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

To facilitate students towards gainful employment

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
715	65	-	-

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

	No	%		No	%
Men	304	39.22%	Women	471	60.77%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
137	177	06	573	01	894	89	163	05	428	01	775

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

To organize workshops to develop the interview techniques for the students

No. of students beneficiaries

70

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
 IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

. 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 students participated.

No. of students benefitted

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
-	-	-	

5.8 Details of gender sensitization programmes

5.9

- On the eve of World Women’s Day, Workshop on “Women’s Empowerment and Self Defense”, was organized.
- Free Blood Test Camps for girls – Blood Group, Sickle Cell, Anemia, etc.
- PoshanSaptah- Seven Days Programme to promote health awareness among the girls students by the Dept. of Home-Economics

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		
Financial support from government	179	4,07,855
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:

New Urinal built for girls students and its proper maintenance is kept.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION—

To Achieve Quality and Excellence in Education to Fulfill the Rightful Aspirations of Our Students and to equip them with Skills to Deal with the Challenges of Life in the Global Perspective.

MISSION-

To Disseminate Knowledge and Wisdom among Students by providing them a Healthy Academic Atmosphere to bring about their Extensive Development.

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

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

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

1530/-

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	Shri Shivaji Education Society	Yes	IQAC
Administrative	Yes	State Government Auditors & Shri Shivaji Education Society	Yes	Parent Management

6.8 Does the University/ Autonomous College declare 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. Incentive cash prizes were given to the toppers of the university examinations by the faculty of the College.
2. Felicitation of the staff for their achievements

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

1. In the Annual Social Gathering, meritorious as well as other illustrious students were felicitated.
2. The members of the faculty are also felicitated after obtaining Ph.D. degree or awards from the reputed institutions.

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
3. Internal Evaluation System to make Examination an integral part of Teaching-Learning Process.
4. Guidance about health matters given to girls students by reputed local doctors.
5. Blood Donation camp organized.
6. A Special camp was organised for National Service Scheme (NSS) Activity.

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

7.4 Contribution to environmental awareness / 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)

Formation of 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

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

- 1) To utilize the XII plan and non plan grants as and when received from the UGC. To complete the constructions in process.
- 2) To Endeavour to receive Government grants for the for the existing Non-grant Science faculty in the college.
- 3) To make maximum utilization of the infrastructure available in the institution.
- 4) 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.
- 5) To complete Orientation/Refresher Courses by the teaching staff
- 6) To enhance teaching-learning process through ICT enabled services available in the college.
- 7) To increase students participation in games & sports, N.S.S. & cultural activities in college & university level.
- 8) To increase students' participation in government and non-government activities.
- 9) To increase annual examination results and decrease dropout rate.
- 10) Updating the library with basic and advanced requirements.
- 11) To carry out extension activities more effectively.
- 12) Development of Classroom infrastructure.
- 13) Plantation of more trees and developing a Botanical Garden and also Medicinal Plants Garden in the campus.
- 14) Special Coaching for Competitive Examinations and Guidance for Interview Preparations
- 15) Spoken English Coaching Classes for the students of the college
- 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

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
