

Annual Quality Assurance Report (2017-2018)

Submitted by:
Internal Quality Assurance Cell

Indapur Taluka Gramvikas Pratishthan's
Vishwasrao Ransing College
(Arts, Commerce & Science)
Kalamb-Walchandnagar,
Tal-Indapur, Dist- Pune
Maharashtra State

Submitted to:

National Assessment and Accreditation
Council (NAAC), Bangalore

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution

ITGP's Vishwasrao Ransing College (Arts,
Commerce & Science) Kalamb –
Walchandnagar Tal: Indapur, Dist.: Pune

1.2 Address Line 1

Address Line 2

City/Town

Kalamb-Walchandnagar

State

Maharashtra

Pin Code

413114

Institution e-mail address

artsandcommerce_college@yahoo.com

Contact Nos.

02118-252301(college) 9421243431

Name of the Head of the Institution:

Principal Dr. Ankush B. Aher

Tel. No. with STD Code: 02118-252301

Mobile: 9421243431

Name of the IQAC Co-ordinator: Prof. P.S.Shinde

Mobile: 9604051046

IQAC e-mail address: shindeprashant 2020 @gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) MHCOGN 11656

1.4 NAAC Executive Committee No. & Date: EC/33/224 16.9.2004
(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: <http://itgpacckalamb.in>

Web-link of the AQAR: www.itgpacckalamb.in/AQAR2017-18.doc

1.6 Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-----------------------|-------|------|-----------------------|--------------------------------|
| 1 | 1 st Cycle | C++ | 97 | 2004 | 16/09/2004 To 15/09/2009 |
| 2 | 2 nd Cycle | B | 2.20 | 2017 | 2/5/2017 To 1/5/2022 |

1.7 Date of Establishment of IQAC: 10.10.2004

1.8 AQAR for the year:

2017-2018

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 (2016-2017) submitted to NAAC on 14-10-2017

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 (Phys Edu)

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

UGC-COP Programmes

Any other (Specify)

2. IQAC Composition and Activities

2.1 No. of Teachers

05

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

01

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2. 6 No. of any other stakeholder and

01

Community representatives

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts:

01

2.9 Total No. of members:

12

2.10 No. of IQAC meetings held:

02

2.11 No. of meetings with various stakeholders No Faculty

02

Non-Teaching Staff Students

02

Alumni

00

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.

0

International

0

National

0

State

0

Institution

0

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- ❖ Organisation of induction programme (Welcome, introduction and career guidance)
- ❖ Feedback by students on faculty performance collected and processed.
- ❖ Preparation and implementation of the academic year for the year 2017-18.
- ❖ Monitored various Academic, Co-curricular and Extra-curricular Activities.

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">❖ Organisation of Induction Programme.❖ Preparing the academic calendar.❖ Organisation of State Level Seminar.❖ Student Feedback Mechanism❖ Deputing Faculty Members for Seminars and Conferences.❖ To verify the basic requirements of the faculty and concerned departments. | <p>Induction Programme was organized for the first year students.</p> <p>The academic Calendar was prepared by consulting various departments and activity heads.</p> <p>-----</p> <p>Student's feedback on teaching learning process was collected, analysed and conveyed suggestions to the concerned teachers.</p> <p>Eight Faculty members participated and presented research papers in conferences.</p> <p>Verified infrastructural and physical requirements of the various departments.</p> |

* Attach the Academic Calendar of the year as Annexure. (Note: Academic Calendar for the Academic Year 2017-2018 is attached- Annexure: I)

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 management held a meeting with the faculty to discuss AQAR. The management provides suggestions regarding academic and administrative reforms in the institution to IQAC committee. The suggestions are incorporated and with the permission of the Principal the draft is finalised. IQAC. Final report was uploaded on 31/12/2018.

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 | 00 | 00 | 00 | 00 |
| PG | 01 | 00 | 00 | 00 |
| UG | 09 | 00 | 00 | 00 |
| PG Diploma | 00 | 00 | 00 | 00 |
| Advanced Diploma | 00 | 00 | 00 | 00 |
| Diploma | 00 | 00 | 00 | 00 |
| Certificate | 00 | 00 | 00 | 00 |
| Others | | | 00 | 0 |
| Total | 10 | 00 | 00 | 04 |

| | | | | |
|-------------------|--|--|--|--|
| Interdisciplinary | | | | |
| Innovative | | | | |

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

(ii) Pattern of programmes:

Credit System- M.Com.

Elective Options- B.A., B.Com.

| Pattern | Number of programmes |
|-----------|----------------------|
| Semester | 02 |
| Trimester | 00 |
| Annual | 02 |

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*

(Note: Analysis of the feedback of the Academic Year 2017-2018 is attached- Annexure: II)

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects. : No

1.5 Any new Department/Centre introduced during the year. If yes, give details. : No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of Permanent Faculty

| Total | Asst. Professors | Associate Professors | Professors | Others |
|-------|------------------|----------------------|------------|--------|
| 17 | 07 | 10 | 00 | 00 |

2.2 No. of permanent faculty with Ph.D.:

07

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 |
| - | 02 | - | - | - | - | - | 01 | - | 03 |

2.4 No. of Guest and Visiting faculty and Temporary faculty

--- --- ---

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended | 01 | 06 | 02 |
| Presented | 01 | 08 | 01 |
| Resource Persons | - | - | 01 |

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

For innovative teaching learning we use Audio-Visual Aids, LCD Projector, Charts, and Maps etc. For second year student of B.A. and B.Com Project Work were assigned for enhancing their skills and competence. Industrial visit, study tour and guest lectures is organized for students.

2.7 Total No. of actual teaching days during this academic year: 230 days

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Evaluation, Photocopy, and Online Multiple Choice Questions):

Bar Coding, Re- Evaluation, Photocopies, Oral.

2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop: 00

2.10 Average percentage of attendance of students: 76 %

**2.11 Course/Programme wise distribution of pass percentage:
Result Analysis Year 2017-18**

| Title of the Programme | Total no. of students appeared | Division | | | | |
|------------------------|--------------------------------|---------------|-------|-------|-------|--------|
| | | Distinction % | I % | II % | III % | Pass % |
| B.A. | 96 | 3.12 | 12.5 | 23.95 | 10.41 | 52.08 |
| B.Com. | 132 | 2.32 | 24.03 | 27.89 | 1.55 | 55.81 |
| B.Sc. | 58 | 3.44 | 17 | 3.44 | -- | 23.88 |
| M.Com. | 39 | 5.12 | 53.84 | 15.38 | 2.63 | 76.97 |

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

- ❖ Workload Distribution
- ❖ Preparation of Teaching Plan
- ❖ Preparation of Timetable
- ❖ Organisation of Study Report
- ❖ Syllabus Completion Report and its Review
- ❖ Maintain Daily Records in Teachers Dairy
- ❖ Daily Attendance
- ❖ Students Feedback on Faculty Performance
- ❖ Result Analysis – Subject wise, Class wise and Paper wise

2.13 Initiatives undertaken towards faculty development:

| <i>Faculty / Staff Development Programs</i> | <i>Number of faculty benefitted</i> |
|--|-------------------------------------|
| Refresher courses | - |
| UGC – Faculty Improvement Programs | 01 |
| HRD programs | - |
| Orientation programs | - |
| Faculty exchange programs | - |
| Staff training conducted by the university | - |
| Staff training conducted by other institutions | 01 |
| 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 | 03 | 02 | - | 02 |
| Technical Staff | - | - | - | 01 |

Criterion – III

3. Research, Consultancy and Extension

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

IQAC encourages faculty to apply for recognition as Ph.D. research guides. The faculty members are informed to send research proposals to BCUD. IQAC motivates all the teachers to carry out research work. We have formed a research committee and appointed an Academic Research Coordinator in the college. Our six faculty members are pursuing Ph.D. degree in various universities. IQAC has a regular interaction with Teachers/ Researchers for sensitizing them about research schemes, revised guidelines/ directives of funding agencies.

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 | --- | --- | --- | --- |

3.4 Details on research publications

| | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals | 04 | 03 | 01 |
| Non-Peer Review Journals | 04 | 01 | 02 |
| e-Journals | -- | -- | -- |
| Conference proceedings | -- | 02 | 02 |

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 (<i>other than compulsory by the University</i>) | -- | -- | -- | -- |
| 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: - Nil

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:

University level State level
 National level International level

3.23 No. Of Awards won in NSS:

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

3.25 No. of Extension activities organized:

| | | | | | |
|------------------|---------------------------------|---------------|---------------------------------|-----------|---------------------------------|
| University forum | <input type="text" value="00"/> | College forum | <input type="text" value="00"/> | | |
| NCC | <input type="text" value="00"/> | NSS | <input type="text" value="04"/> | Any other | <input type="text" value="00"/> |

3.2.6 Major Activities during the year in the sphere of extension activities and Institutional

Social Responsibility:

- ❖ Organization of blood donation camp on 25th July 2017.
- ❖ Our NSS unit adapted Nirwangi village. The unit organised tree plantation programme, sanitation awareness programme.
- ❖ Participation in Swacha Bharat Abhiyaan.

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 | 3 acres | -- | College | 3 acres |
| Class rooms | 07 | -- | College | 07 |
| Laboratories | 04 | -- | College | 04 |
| Seminar Halls | -- | -- | -- | -- |
| No. of important equipment's purchased (\geq 1-0 lakh) during the current year. | -- | -- | -- | -- |
| Value of the equipment purchased during the year (Rs. in Lakhs) | -- | -- | -- | -- |
| Others | -- | -- | -- | -- |

4.2 Computerization of administration and library:

- ❖ Administration is computerised
- ❖ Library is Computerized

4.3 Library services:

| | Existing | | Newly added | | Total | |
|------------------|----------|---------|-------------|-------|-------|---------|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 5262 | 500988 | 46 | 7979 | 5308 | 508967 |
| Reference Books | 8154 | 1845722 | 220 | 59972 | 8774 | 1905694 |
| e-Books | -- | -- | -- | -- | -- | -- |
| Journals | 682 | 121657 | 00 | 00 | 682 | 121657 |
| e-Journals | -- | -- | -- | -- | -- | -- |
| Digital Database | -- | -- | -- | -- | -- | -- |
| CD & Video | 09 | 20000 | -- | -- | 09 | 20000 |
| Others (specify) | -- | -- | -- | -- | -- | -- |

4.4 Technology up gradation (overall):

| | Total Computers | Computer Labs | Internet | Browsin g Centres | Computer Centres | Office | Depart -ments | Other s |
|----------|-----------------|---------------|----------|-------------------|------------------|--------|---------------|---------|
| Existing | 14 | 01 | 02 | 00 | -- | 01 | -- | -- |
| Added | 05 | -- | -- | -- | -- | -- | -- | -- |
| Total | 19 | 01 | 02 | 00 | -- | 01 | -- | -- |

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

The college established well-furnished small computer lab with latest configuration systems. Major departments are provided with computer and internet facility. We provide internet facility to our faculty. We offer Computer Concepts Programme to F.Y.B.com students.

4.6 Amount spent on maintenance in lakhs:

| | |
|--|-------|
| i) ICT | NO |
| ii) Campus Infrastructure and facilities | -- |
| iii) Equipment's | 12400 |
| iv) Others | ----- |
| Total: | 12400 |

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC Enhances aware about student support services by planning and coordinating various students centred activities in the college.

- ❖ Establishment of Student Grievance Cell.
- ❖ Financial Support to the needy students
- ❖ Organisation of Youth Literary Festival.
- ❖ Career Guidance
- ❖ Organisation of Annual Social Function.
- ❖ Remedial Coaching.
- ❖ Soft Skill Development Programme.
- ❖ Effective implementation of various student welfare activities.
- ❖ All types of scholarships and free ships are made available to eligible students.
- ❖ Arranged Common Trip.
- ❖ We update our College Website.
- ❖ Competitive examination guidance.
- ❖ Counselling to students and parents during admission process.

5.2 Efforts made by the institution for tracking the progression:

- ❖ Feedback from Students
- ❖ Result Analysis
- ❖ Maintaining Suggestion Box
- ❖ Organisation of academic activities like elocution, seminar, group discussion etc.

5.3 (a) Total Number of students

| UG | PG | Ph. D. | Others |
|------|----|--------|--------|
| 1143 | 85 | -- | -- |

(b) No. of students outside the state

| |
|----|
| -- |
|----|

(c) No. of international students

| |
|----|
| -- |
|----|

| | | | | | |
|-----|----|----|-------|----|----|
| Men | No | % | Women | No | % |
| | -- | -- | | -- | -- |

| Last Year (2016-17) | | | | | | This Year (2017-18) | | | | | |
|---------------------|-----|----|-----|-----------------------|-------|---------------------|-----|----|-----|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 406 | 211 | 03 | 486 | --- | 1106 | 429 | 248 | 03 | 548 | --- | 1228 |

Demand ratio: 1.7:1.00

Dropout: 7.6%

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

No. of students beneficiaries

326

5.5 No. of students qualified in these examinations:

NET

00

SET/SLET

01

GATE

00

CAT

00

IAS/IPS etc.

00

State PSC

00

UPSC

00

Others

00

5.6 Details of student counselling and career guidance:

The college has counselling centre run by psychology department. The teacher in charge is available round the clock to the students. The counselling cell makes adequate arrangement for the guidance of the students during the time of admission. The students seeking admissions are counselled in the choice of subjects during the process. The choice of the career and doubts of the students are listened carefully and the solutions to the problems are provided. The students during the course of the studies in the college come across various issues. They are too immature to handle the problems at times. The college provides them personal counselling. They can share their problems with the teachers. The concern teacher guides them to overcome their problems. We inspire students to become better human beings.

No. of students benefitted:

122

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:

- **Personality Development Workshop for girl students:**

One day workshop on Personality Development of girl students was organized on 23rd December 2017. Mr. Umesh Rupnawar, Director Sahyadri Academy and Prof. Sani Chabukswar, Director Perfect Academy guided the participants. 102 girl students participated in workshop.

- **Nirbhaya Kanya Abhiyaan :**

One day workshop on Mental Health of Girls was organised on 8 February 2018. Prof. Dr. Vijay Shinde from T.C.College, Baramati and Gynaecologist Dr. Vasant Dagade, Walchandnagar conducted the programme. About 83 students and 17 teachers participated in workshop.

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 | -- | -- |
| Financial support from government | 215 | 2174205 |
| 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: Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

Our Vision of the college is “A perpetual commitment to the enhancement of the academic standards, upliftment of the common man, the making of the rural youths to social duties and responsibilities irrespective of class, caste, creed, religion and sex.”

Mission

- ❖ To train and educate the under-privileged rural youths in order to bring about noticeable change in their individual and public life.
- ❖ To commit ourselves to ceaseless social work so as to bring about an all-round development of the common man in villages.
- ❖ To equip our students with knowledge and skills in order to make them civilised, competent and respectable members of society.

6.2 Does the Institution has a management Information System?

The institute has effective MIS system. A continuous monitoring and follow up in the process is being observed.

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

6.3.1 Curriculum Development:

- ❖ Faculty members are encouraged to involve in University Curriculum Design as well as motivate to participate and contribute in Syllabus Restructure Programme.

6.3.2 Teaching and Learning:

The institution adopts the following strategies:

- ❖ Student Centred Approach
- ❖ To strengthen feedback mechanism
- ❖ Maximum use of learning resources
- ❖ Encouraging faculty to update their knowledge through participating in faculty development programme as well as in Seminar, Conferences etc.

6.3.3 Examination and Evaluation:

The University conducts the examinations and declares the result of the second and third year students of the degree course. The college is affiliated to Savitribai Phule Pune University. The college conducts first year examination of B.A and B.Com and also declares the result. Internal Examination consists of multiple choice questions as well as subjective questions. In the academic year, internal assessment is done through orals, assignments, internal assessment test, project works and practical's etc. The university introduces Barcode system as well as offer photocopy of the answer sheets to the students. The results of the examination is declared within stipulated time. The college has accepted the evaluation reforms initiated by the university and all the evaluation reforms are implemented by the college. As per University's directive, the college has appointed a senior and experienced faculty member as College Examination Officer (CEO).The CEO regularly communicates with students and faculties about the evaluation reforms. CEO informs college about evaluation process. Assignments are given to the students from time to time.

6.3.4 Research and Development:

- ❖ Encouraging faculty for publishing books, articles and research papers.
- ❖ Deputing faculty to participate in seminars and conferences.
- ❖ Developing Research and Consultancy Activities.
- ❖ Appointment of Academic and Research Co-ordinator.
- ❖ Motivation to undertake minor research projects funded by BCUD, SPPU, Pune.

6.3.5 Library, ICT and physical infrastructure / instrumentation:

The library is upgraded as per suggestion of various stakeholders and faculty members. Every year newly published books are added to library. There is a plan for the construction of new class rooms.

6.3.6 Human Resource Management:

- ❖ Transparency in recruitment.
- ❖ Deputing faculty members for faculty development programmes.
- ❖ Financial support to needy students through Earn and Learn Scheme.
- ❖ Deputing faculty members as resource persons for seminar.
- ❖ Committees are established for effective academic and administrative management.
- ❖ Ensure participation of teaching and non-teaching faculty in various training programmes.

6.3.7 Faculty and Staff recruitment:

The college ensures the qualified and diversified faculty in the emerging areas of studies as per the requirements of the course. In order to ensure quality, vacancies are advertised and wide publicity is given through leading newspapers and appointment procedure is strictly followed as per UGC norms. Recruitment of Faculty is as per State Government and Savitribai Phule Pune University regulations. The management recruits ad-hoc faculty as per demand of the course at institute level. Ad-hoc recruitments are made at institutional level.

6.3.8 Industry Interaction / Collaboration: Nil

6.3.9 Admission of Students:

To avail the opportunity of higher education, the college keeps the admission process remain open, transparent and student friendly. The prospectus is made available with the admission form. Notification of the admission process is displayed on the notice board in the month of June every year. Admissions committee is formed headed by Vice Principal .It guides students to fill in admission forms, to select the subject and solve various problem related to admissions process. We follow rules and regulations laid by state government, University guidelines. The admissions are given on the basis of first come first served and final list of admission of students is displayed on the notice board. We provide counselling to students to choose appropriate choice/ combination of subjects in Arts and Science at the time of admission. Eligibility of the students at the entry level is certified by the University. The college has adopted Online Admission Process from the academic year 2017-18.

6.4 Welfare schemes for:

| | |
|--------------|--|
| Teaching | a) Co-operative Credit society. b) Medical reimbursement. c) Deduction of instalment towards co-operative society/ bank. |
| Non-teaching | a) Co-operative Credit society. b) Medical reimbursement. c) Deduction of instalment towards co-operative society/ bank. |
| Students | a) Student Welfare Department. b) Earn and Learn Scheme. c) Students Safety Insurance |

6.5 Total corpus fund generated: NIL

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 | NO | NO | NO | ----- |
| Administrative | NO | Savitribai Phule Pune University, Pune | NO | ----- |

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

For UG Programmes Yes No

(First Year B.A. B.Com. and B.Sc. Examinations are conducted by the College on behalf of University)

For PG Programmes Yes No

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

The university has introduced partial decentralization of the examination system. e.g. First year degree course examinations are being conducted by the college. Examination section has organized various orientation and training programs for teaching and administrative staff in the college. The evaluation system adopted at UG and PG is a combination of continuous internal evaluation through term end examination and final examination. Bar coding system initiated at university level efficiently implemented in the college. Photocopy of the answer book is provided on demand.

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

6.11 Activities and support from the Alumni Association:

Every department has its own Alumni Association which is linked to the Central Alumni Association. The alumni share their experiences with the regular students and guide them for focusing their efforts towards getting better placement and career .It is observed that the Alumni

also plays an important role in informing the availability of placement in their organizations where the students can apply.

6.12 Activities and support from the Parent – Teacher Association: NIL

6.13 Development programmes for support staff: NIL

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

- ❖ Use of power saving appliances.
- ❖ Environment Awareness in students, faculty and society.
- ❖ Tree plantation in the campus.

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.

- ❖ Student Counselling Centre
- ❖ Faculty Feedback by Students
- ❖ Study Tour

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

- ❖ Faculty members participated in various seminars and conferences.
- ❖ Soft Skill Development program was efficiently conducted.
- ❖ Days such as Yoga Day, Constitution Day, Guru Purnima, and Teachers Day were celebrated.
- ❖ Study Tour was organized by Commerce Department.

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

- | |
|---|
| <ul style="list-style-type: none">❖ WOMEN EMPOWERMENT PROGRAMME❖ MENTORING OF STUDENTS |
|---|

(Note: Best Practices for the Academic Year 2017-18 is attached – Annexure III)

7.4 Contribution to environmental awareness / protection

| |
|--|
| <p>We assign projects to our students about environment awareness. We visit nearby villages to enlighten the villagers about energy conservation, sanitation awareness, tree plantation etc. The college conducts Environment Science Course which is compulsory for second year students. We encourage use of solar energy. The NSS department have undertaken Tree Plantation Programmes in the adopted village.</p> |
|--|

7.5 Whether environmental audit was conducted? : YES No

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

- ❖ The college is situated in remote village and it delivers quality education.
- ❖ Committed and dedicated faculty.
- ❖ The college has organised Student Centred Activities Successfully.
- ❖ The SWOT analysis is carried out by each department.
- ❖ The college has organised social programs like blood donation camp, tree plantation and social awareness programs.
- ❖ Inadequate funds for the construction of new class rooms.
- ❖ The college is not under UGC Act 2-F and 12-B.

8. Plans of institution for next year

- ❖ Introduction of Need Based Certificate Course.
- ❖ To strengthen Alumni Association.
- ❖ Signing MoU with industries.
- ❖ To apply for Minor Research Projects.
- ❖ Identify more “Best Practices” and institutionalize them.
- ❖ Collaboration with institution and industries to be initiated.
- ❖ We have planned to construct new infrastructure (class rooms, office, and lab)

Name: Prashant S. Shinde



Signature of the Coordinator, IQAC

Name: Prin. Ankush B. Aher



Signature of the Chairperson, IQAC

Annexure- I**ACADEMIC CALENDER****2017-18**

| Sr.No. | Month | Date | Details of Activities |
|--------|-------------|-----------|---|
| 1 | June | 15-6-2017 | Commencement of the First Term |
| | | 15-6-2017 | Principal's Address to Staff |
| | | 21-6-2017 | Celebration of International Yoga Day |
| | | 26-6-2017 | Induction Programme for first year students |
| 2 | July | 7-7-2017 | Inauguration Function of Cultural Committee |
| | | 11-7-2017 | World Population Day |
| | | 25-7-2017 | Blood Donation Camp and Tree Plantation |
| | | 29-7-2017 | Guru Purnima |

| | | | |
|---|---------------|-------------------------------|---|
| 3 | August | 4-8-2017 | Students Council Election |
| | | 11-8-2017 | Organisation of a Lecture on Competitive Exam |
| | | 15-8-2017 | Independence Day |
| | | 22-8-2017 | Organisation of Antakshri by Cultural Dept. |
| | | 20-8-2017 to 10-10-2017 | Certificate Course in Spoken English |
| | | 23-8-2017 | Organisation of Guest Lecture by Dept. of Political Science |
| | | 29-8-2017 | Organisation of one day workshop by Commerce Department |
| | | 30-8-2017 | Workshop of Student Welfare Department |

| | | | |
|---|------------------|---------------------------|--|
| 4 | September | 5-9-2017 | Celebration of Teacher's Day |
| | | 8-9-2017 | Study tour of History Department |
| | | 11-9-2017 | Organisation of Study Tour by Science faculty |
| | | 13-9-2017 | Screening of the prescribed plays by Department of English |
| | | 14-9-2017 | Celebration of Hindi Day by Hindi Department |
| | | 15-9-2017 | Organisation of Inter-collegiate Squash Racket Competition |
| | | 24-9-2017 | Celebration of NSS Day |
| | | 26-9-2017 | Medical Check- up programme for first year students |
| 5 | October | 2-10-2017 | Mahatma Gandhi Jayanti |
| | | 2-10-2017 | Organisation of HB Check-up Camp for girls |
| | | 9-10-17 To 14-10-17 | New Entrepreneurship Development Programme |
| | | | |

| | | | |
|---|-----------------|--------------------------------|---|
| | | 10-10-2017 | Organisation of a lecture by Dept. of Psychology |
| | | 19-10-17 | Organisation of Study Tour by Science faculty |
| | | 21-10-2017 to 30-10-2017 | Term End Examination |
| 6 | November | 1-11-2017 to 24-11-2017 | Winter Vacation |
| | | 25-11-2017 | Commencement of Second Semester |
| | | 26-11- 2017 | Celebration of Constitution Day |
| | | 27-11-2017 To 9-12-2017 | Environment Awareness Programme for 2 nd Year Students of U.G. Class |
| 7 | December | 1-12-2017 to 7-12-2017 | NSS Winter Special Camp |

| | | | |
|---|----------------|--------------------------------|---|
| | | 11-12-2017 to 12-12-2017 | Soft Skill Development Programme |
| | | 20-12-2017 | Organisation of Yoga workshop |
| | | 28-12-2017 | Organisation of State Level Seminar by Department of English and Geography. |
| 8 | January | 1-1-2018 | New Year Well-Come Programme |
| | | 4-1-2018 to 11-1-2018 | Annual Sports Week |
| | | 5-1-2018 | Organisation of guest lecture by Science Faculty |
| | | 7-1-2018 To 8-1-2018 | Organisation of Common Trip |
| | | 12-1-2018 to 19-1-2018 | Celebration of Yuva Saptah and Cultural Activities |
| | | 14-1-2018 | Celebration of Geography Day by Geography Dept. |

| | | | |
|----|-----------------|-----------------------------|--|
| | | 26-1-2018 | Republic Day and QUIZ Competition |
| | | 27-1-2018 to 2-2-2018 | Organisation of Physical Exam by Physical Education Department |
| 9 | February | 4-2-2018 to 5-2-2018 | Annual Social Gathering Function |
| | | 11-2-2018 | Annual Prize Distribution Function |
| | | 26-2-2018 to 2-3-2018 | Organisation of Physical Exam by Physical Education Department |
| | | 28-2-2018 | Celebration of Science Day by organising Science Exhibition |
| 10 | March | 8-3-2018 | Women's Day – Organisation of Programmes |
| | | | Practical and Oral Examination |

| | | | |
|----|--------------|--|-------------------------------|
| 11 | April | | University Annual Examination |
|----|--------------|--|-------------------------------|

Annexure- II: Brief Report on Feedback Analysis on Teaching and Learning

- Feedback on Teaching has been a routine practice of IQAC. The feedback is taken for all undergraduate and Post Graduate Programmes conducted in the College. The feedback is taken once in a year for all programmes.
- The various parameters on which teaching is assessed are: Communication Skills, Quality of Teaching/ Academic input, Subject Knowledge, Content and Method of Delivery, Resourcefulness and Readiness of teacher and Accessibility and Availability of Teacher in Campus/ Department.
- The students are asked to grade teacher(s) on a scale of “A” to ‘D’, where ‘A’ being Excellent and ‘D’ being Average. Apart from this, the students also have to mark ‘Best Teacher’ teaching the Class.
- The Feedback received by the IQAC is then assessed and analysed.
- The results are discussed with the Principal. Wherever improvement is needed, an Interaction meeting is organized along with the Teacher(s) and Head of the Department to discuss the feedback to seek improvement in teaching. Efforts taken by teachers(s) to enhance the quality of their teaching are also appreciated.
- The analysis of feedback for the year 2017-18, revealed that some teacher(s) have good communication skill(s) and curriculum seems competitive for some students. So it is conveyed to the concerned teachers to engage extra lectures and simplify the topics by using other teaching aids. Suggestions and recommendations were given to the teacher(s) in the Interaction meeting.
- However, overall efforts made on teaching in classroom and method and content of deliverables have been appreciated by the students.

FEED-BACK ANALYSIS 2017-18

a) Questionnaire Analysis

| Sr. no | Questions | A Very Good | B Good | C Satisfactory | D Unsatisfactory |
|--------|---|----------------|-----------|-------------------|---------------------|
| 1 | Depth of the course content including Project work if any | 66 | 23 | 11 | -- |
| 2 | Extend of coverage of course | 69 | 18 | 10 | 07 |
| 3 | Applicability/relevance to real life situations | 79 | 08 | 07 | 06 |
| 4 | Learning value (in term of knowledge, concept, manual skill analytical ability and broadening perspectives) | 82 | 05 | 10 | 03 |
| 5 | Clarity and relevance of textual reading material | 72 | 16 | 08 | 04 |
| 6 | Relevance of additional source material (Library) | 61 | 24 | 11 | 04 |
| 7 | Extent of effort required by students | 72 | 12 | 14 | 02 |
| 8 | Overall Rating | 70 | 15 | 11 | 04 |

b) Feedback Analysis – Parameters

| Sr. no | PARAMETERS | A Very Good | B Good | C Satisfactory | D Unsatisfactory |
|--------|--|----------------|-----------|-------------------|---------------------|
| 1 | Knowledge Base of the teacher in the subject he/she is teaching | 78 | 12 | 07 | 03 |
| 2 | Communication skills | 72 | 17 | 09 | 02 |
| 3 | Sincerity/Commitment of the teacher | 82 | 10 | 06 | 02 |
| 4 | Interest generated by the teacher in the subject | 73 | 14 | 09 | 04 |
| 5 | Ability to integrate course material with other issues to provide a broader perspective | 68 | 22 | 06 | 04 |
| 6 | Ability to integrate content with other courses | 57 | 24 | 09 | 10 |
| 7 | Accessibility of the teacher in and out of the class (includes availability of the teacher to motivate outside class discussion) | 87 | 05 | 05 | 03 |
| 8 | Ability of the teacher to design and conduct test papers , projects, | 80 | 08 | 08 | 04 |
| 9 | Provision of sufficient time for feedback | 84 | 10 | 04 | 02 |
| 10 | Overall Rating | 78 | 10 | 08 | 04 |

Annexure- III:

Best Practice No. 1:

TITLE OF THE PRACTICE: WOMEN EMPOWERMENT PROGRAMME

Goals:

- ❖ To create a sense of awareness and responsibility about women and empower them.
- ❖ To encourage students to create awareness among people for maintaining balance in gender ratio and to save the girl child.
- ❖ To make certain efforts to eradicate gender inequality.
- ❖ To inculcate culture of co-existence.

The context:

Ours is a male-dominated society in which the females are suppressed and exploited in various ways. It is our responsibility to make girl students aware about their health, education, rights, dignity, status, self-reliance and the principles of equality in every field of life. To achieve this, our colleges organise various contributory activities to empower them.

Evidence of success:

- ❖ Organisation of *Nirbhaya Kanya Abhiyaan* on 8 February 2018 have made the girl Students physically, mentally and emotionally strong and sound.
- ❖ Organisation of *Personality Development Workshop* on 23rd December 2017 increases courage and confidence of the girl students.
- ❖ Successfully created awareness among girls about health related issues and remedies.
- ❖ Training for their self-safety and security make them more competent.
- ❖ It clears all the misunderstandings and prejudices of the girls.
- ❖ It makes them aware of their talent and potentiality.

Problems encountered and resources required:

Problems being faced and resources required in organizing these activities for development of girls 'personality are as follows:

- ❖ Orientation programmes need to be organized to increase their participation and Involvement.
- ❖ Needs more exposure to sustain the spirit of empowerment throughout their life.

Best Practice No. 2:

TITLE OF THE PRACTICE: MENTORING OF STUDENTS

Goal:

The objective of this practice is holistic development of students' personality & career development by understanding their problems through informal relations.

The Context:

Our college is located in to rural area. The students come from remote area and poor family background. Our faculty actively engaged in counselling students on various academic and personal issues. However, Student's personality & career development depends upon their environment on the one hand & psychological approaches & attitudes on the other hand. With a view to bring positive changes in the approach & attitudes, mentoring is necessary where by psycho-analytical issues can be dealt with. Ultimately it will result in a holistic development of students' personality.

The Practice:

The practice is briefly as follows: The teachers/professors are identified as 'mentors' for a defined group of students. Students group are formed by random strategic approach in which a random grouping with proportionate number of boys & girls is made. Thereafter, a re-shuffling is allowed on the basis of teachers/professors choice e.g. if some teachers feel that some students are familiar and they can mentor them better, the same are allotted to them. The mentor keeps discussing issues informally with the students and tries to understand and locate problem areas. Once the problem areas are located efforts are made to seek solutions. Discussions are also made with parents if necessary. Counselling in informal manner is done for changing the approaches & attitudes of student in a positive direction. Necessary financial or academic help is provided to the students for overcoming obstacles in the path of their progress. Thus mentoring is used for overall development of student career & personality. Evidence of Success: This process of mentoring has led to considerable changes in students in academics, sports, cultural and social activities and seeks alternative careers.

Problems Encountered:

- ❖ Lack of Communication Skills among students.
- ❖ Teachers find it difficult to establish informal rapport with the students.
- ❖ Students feel awkward to discuss some personal problems.

Notes:

In spite, of the problems 'mentoring' has proved to be fruitful from the point of view of career & personality development.

