

***Annual Quality Assurance Report***

***(AQAR)***

***2013-2014***

***Submitted to***

***National Assessment and Accreditation Council***

***Bangalore***

***By***

***SSSP Mandal's***

***Arts, Science and Commerce College***

***Rahuri-413705***

***District: Ahmednagar, Maharashtra***

***MHCOGN 10655***

SSSP Mandal's  
Arts, Science and Commerce College, Rahuri-413705 (Maharashtra)

**Part – A**

**I. Details of the Institution**

1.1 Name of the Institution	SSSP Mandal's Arts, Science and Commerce
1.2 Address Line 1	Off Ahmednagar-Manmad Highway
Address Line 2	Rahuri
City/Town	Rahuri, District: Ahmednagar
State	Maharashtra
Pin Code	413705
Institution e-mail address	iqacrahuricollege@gmail.com
Contact Nos.	02426-232746 (Office) 09403379227 (IOAC Coordinator)
Name of the Head of the Institution:	Dr Sambhaji Pathare
Tel. No. with STD Code:	02426-232746
Mobile:	09822194899

Name of the IQAC Co-ordinator:

Dr Asrar Shaikh

Mobile:

08625007691

IQAC e-mail address:

iqacrahuricollege@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MHCOGN 10655

1.4 NAAC Executive Committee No. & Date:

EC/65/RAR/16 dated 25/10/2013

(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:

[www.ascrahuri.com](http://www.ascrahuri.com);  
[www.ascrahuri.ac.in](http://www.ascrahuri.ac.in)

Web-link of the AQAR:

<http://www.ascrahuri.ac.in/index.php/about-us/iqac>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B++	84/100	2004	Jan 8, 2004 to Jan 7, 2008
2	2 <sup>nd</sup> Cycle	A	3.10	2013	Oct 25, 2013 to Oct 24, 2018

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

20/10/2005

1.8 AQAR for the year

2013-2014

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: First** after Second Cycle of Accreditation for 2013-2014 (Oct 25, 2013 to Oct 24, 2018)

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 (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 (Maharashtra)

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

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and  
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held 02

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

Non-Teaching Staff  Students  Alumni  Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

None

2.14 Significant Activities and contributions made by IQAC

1. Monitoring academic activities including seven short-term value added courses.
2. Planning and monitoring co-curricular and outreach activities.
3. Planning and execution of expansion of resources including financial, physical and human.
4. Monitoring of Minor Research Projects sanctioned to faculty.
5. Drafting of Self Study Report for Assessment and Accreditation.
6. Planning and execution of all the activities related to Peer Team visit for Assessment and Accreditation during August 5 to 7, 2014.
7. Held Alumni meet to promote participation of past students in institutional affairs.
8. Planning and organization of State Level seminar held by Zoology Department on February 4, 2014.
9. Organized district level workshop on "NET/SET Guidance in Life Sciences" for Science PG Students.
10. Organized NET/SET Guidance to PG Arts and Social Sciences Students.
11. Planning and execution of industrial/field visits of Science students.
12. Organizing faculty development lectures for non-teaching staff.
13. Organizing faculty development lectures, especially on ICT for the teaching staff.
14. Organizing blood donation, Dental Health check-up and General Health check-up camps for the students.
15. Organizing Soft-Skills development programs for the students.
16. Organizing training in ICT resources to secondary college teachers.
17. Organized debate competition for the students.

## 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 \* IQAC Calendar 2013-14 (Annexure I)

Plan of Action	Achievements
<b>1. Admission Related Activities (May and June 2013)</b>	<ul style="list-style-type: none"> <li>i. College Prospectus was ready for online access and purchase with admission form to students in June.</li> <li>ii. College Website was updated and admission notification and form uploaded.</li> <li>iii. Monitoring of Lectures time table and class room allocation was completed.</li> <li>iv. Merit list for admission displayed as per government reservations.</li> </ul>
<b>2. NAAC PT Report recommendations compliance. (May 2013 to April 2014)</b>	<ul style="list-style-type: none"> <li>i. e-library services and internet access made available to students by installing 15 computers in library, 4 in commerce lab and two each in all the Science departments with free and open access to internet.</li> <li>ii. Computerisation of office administration and students and faculty records.</li> <li>iii. Completion of Auditorium building, addition into infrastructure</li> <li>iv. Continuation of nine short term certificate courses.</li> <li>v. Renovation of physical infrastructure and providing all the basic facilities to the students.</li> <li>vi. Public participation in college development got booster.</li> <li>vii. Enhanced transparency in College administration.</li> <li>viii. Renovation of laboratories for Science subjects.</li> <li>ix. Establishment of Language Laboratory.</li> </ul>
<b>3. Academic/ Research Tasks (June 2013 to April 2014)</b>	<ul style="list-style-type: none"> <li>i. Publication of Academic Calendar</li> <li>ii. Monitoring progress of teaching lectures/practical</li> <li>iii. Monitoring progress of certificate courses</li> <li>iv. Post admission test and identification of slow and advanced learners.</li> <li>v. Analysis of College results.</li> <li>vi. Monitoring progress of Minor Research Projects.</li> <li>vii. Monitoring of Remedial Coaching</li> </ul>
<b>4. Curricular, Extension and Outreach Activities (July 2013 to April 2014)</b>	<ul style="list-style-type: none"> <li>i. Two blood donation camps, dental health check-up camp and one general health check up camp were organized.</li> <li>ii. Monitoring NSS and NCC programs</li> <li>iii. Monitoring Health Services/Community Services</li> <li>iv. Monitoring Field Visits/ Excursion tours and on-plant training.</li> <li>v. Planning and monitoring of guest lectures and holding annual prize distribution functions.</li> <li>vi. Planning and monitoring Wall paper activity and arranging publication of College Magazine "Shivam".</li> </ul>

<p><b>5. Evaluations Tasks (Examinations/ Feedback) Sept 2013 to May 2014)</b></p> <p><b>6. Compilation of Data and Information (June 2013 to May 2014)</b></p>	<p>vii.Planning and monitoring state level seminars and conferences organized by different departments.</p> <p>i. Planning and monitoring of class test  ii. Planning and monitoring of term end exams  iii. Monitoring of University exams.  iv. Planning and monitoring short term certificate course exams.  v. Collection and analysis of feedback from students on teacher, college campus and course content.  vi. Feedback from Parents and Alumni collected and analyzed for finding out lacunae and action taken to redress the grievances.</p> <p>i. Data was generated and collected on caste and sex wise student enrolment.  ii. Data was collected on the merit cut off and students admitted.  iii. Data was generated on the number of co-curricular and extension activities conducted and number of students participated.</p>
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*\* Annexure I: Academic calendar of the IQA Cell.*

2.15 Whether the AQAR was placed in statutory body Yes  No

Management  Local Management Committee (LMC) Syndicate  Any other body

Provide the details of the action taken

The Local Management Committee (LMC) went through the content of AQAR 2013-14 and recommended/raised the following issue:

1. The LMC went through the details of progress of construction of Auditorium and approved means for the speedy completion of the work.
2. The LMC finalized the commencement of work for the Ladies Wash Room. The construction began in October 2013 and is completed.
3. The LMC approved the construction of separate Science Laboratory for the Post Graduate Chemistry students. The work commenced in October 2013 and is completed in July 2014.
4. The LMC approved the purchase of additional computers for the use of students and faculty.
5. The NAAC applied for the UGC special grants for the augmentation of ICT resources and received a grant of Rs 3 lakh. After necessary approval of the LMC, part of the grant was spent on Optical Fibre Cable for internet connectivity under the union government scheme for making available wi-fi connectivity in the college campus.
6. As per the suggestion of the IQAC and the LMC, the college applied for various grants and got sanctioned two National Level Conferences, one each from UGC and the NAAC.



## Part – B

### Criteion – I

#### I. 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	08	00	08	00
UG	12	01	03	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	10	01	11	11
Others				
<b>Total</b>	30	01		
Interdisciplinary				06
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	13
Trimester	00
Annual	07

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 (Please See Annexure IIIA; IIIB and IIIC for Feedback Analysis)*

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

- 1.This College is affiliated to Savitribai Phule Pune University and imparts course programs as per the syllabi set up by the University. However, the University revises syllabi every five years. Before revision of the syllabi the University conducts workshops for the faculty for suggestion of the changes. The College faculty actively participate in syllabi revision.
- 2.The IQAC had submitted a new two year Advanced Diploma Course in Chemical Production Technology. The same was approved by the University and is being conducted at some of the colleges. The Department of Zoology had submitted a Certificate Course in Vermi-Composting. The same has also been approved.
- 3.The syllabi of the eleven short term job-oriented certificate courses conducted by the college are revised every two year.

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
34	01	33	00	19 Non-Grant

2.2 No. of permanent faculty with Ph.D.

08

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

Asst. Professors		Associate Professors		Professors		Others Non-Grant (Temporary)		Total	
R	V	R	V	R	V	R	V	R	V
00	08	00	03	00	04	19	02	19	15

2.4 No. of Guest and Visiting faculty and Temporary faculty

00

05

19

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	05	02	10
Presented papers	05	53	12
Resource Persons	00	06	14

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

Teaching and Learning is being made student centric through consistent implementation of one or more of the following practices:

- i. Use of ICT resources, particularly internet and audio visual system for more effective teaching.
- ii. Seminars and assignments to Science students, at final year and post graduate level for self learning.
- iii. Projects work to all the post-graduate students.
- iv. Field visit for the Arts and social Sciences students.
- v. Field visits and visit to industries for the Science Students.
- vi. Visits to banks and non-banking financial institutions for the Commerce students.
- vii. Class tests and assignments.
- viii. Encouraging the students to take part in debate and other co-curricular activities.
- ix. Promoting participation of students in co-curricular activities.

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

190
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2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- 1.Bar coding of Answer Books has been effectively introduced at all the examinations conducted by University.
- 2.Grievances of the candidates are taken care of by re-evaluation.
- 3.Photocopy of the answer book is given to students as per the norms and rules framed by the University.

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

02	06	10
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2.10 Average percentage of attendance of students 

75
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2.11 Course/Programme wise distribution of pass percentage: 2013- 2014 at final year/semester of the program.

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BSc (Chemistry)	53	20.75	52.83	00	00	73.58
BSc (Physics)	11	45.5	27.3	00	00	73.0
BSc (Botany)	12	75.0	00	00	00	75.0
BSc (Mathematics)	18	00	05.55	11.11	00	16.66
B Com	89	10.11	29.21	30.34	69.66	71.26
BCA (Commerce)	19	15.79	42.11	00	00	72.22
BA (Marathi)	28	00	06.0	03.0	02.0	39.28
BA (Hindi)	42	00	7.14	4.76	9.52	23.80
BA (English)	20	00	25.0	25.0	00	50.0
BA (Economics)	37	2.7	32.43	16.21	0.00	51.35
BA (Political Science)	31	6.45	19.35	25.80	3.23	51.51
BA (History)	57	11	09	28	3.5	57.0
MSc (Organic Chemistry)	14	14.28	07.14	07.14	00	28.57
MA (Marathi)	12	11	06	03	00	91.0
MA (Hindi)	22	18.19	40.90	13.64	00	72.72
MA (English)	09	00	00	22.0	00	22.0
MA (Economics)	17	11.76	52.94	11.76	00	76.47
MA (Political Science)	14	7.14	42.85	21.43	00	78.57
MA (History)	15	20	46.6	20	00	86.6
M Com	47	02.12	12.77	17.02	04.26	34.70

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

1. Analysis of the reports submitted by the individual Teaching Department IQAC (TD-IQAC)
2. Analysis of the results declared by the University for the Individual Course Programs.
3. Monitoring of regular engagement of lectures by the faculty members.
4. Collecting feedback from the students on progress of the teaching-learning programs.
5. Monitoring practical/ field visits/ industrial visits.
6. Assisting individual departments to arrange guest lectures.
7. Assisting the College Examination Committee for the smooth conduct of exams and implementing zero-tolerance practice against unfair practices.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	00
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	00
Faculty exchange programme	00
Staff training conducted by the university	03
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	00
Others	00

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	16	09	00	04
Technical Staff	00	00	00	00

## Criterion – III

### 3. Research, Consultancy and Extension

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

The IQAC has taken up following initiatives to promote research culture among the students and the faculty members:

1. A Research Committee is established for promoting awareness among the faculty over the various funding agencies, writing research proposals, writing research papers and submission to journals, submission of research projects to funding agencies, writing project reports and submission of completed projects.
2. The research committee promotes awareness and zeal among the students, especially the post graduate students to take up research projects.
3. Currently 21 minor projects are being investigated by the college faculty.
4. The management has allocated a budget of Rs 2.0 lakh to take up research. The faculty, who fail to get grant from funding agency even after applying, can apply to college for initiating the research project.
5. The College has been actively participating in the AVISHKAR activity of the university. Beside active participation of students and the staff in the event, the College has hosted the district level Research Competition for the last two successive years.
6. The College faculty take up local relevant research projects for the benefit of the

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	00	00
Outlay in Rs. Lakhs	00	00	00	00

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	21	22	01
Outlay in Rs. Lakhs	0.7	16.88	17.58	0.7

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	14	17	07
Non-Peer Review Journals	00	02	00
e-Journals	00	00	00
Conference proceedings	00	00	00

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	00	None	Nil	Nil
Minor Projects	2	UGC/ Management	1758000	1500000
Interdisciplinary Projects	00	00	00	00
Industry sponsored	00	00	00	00
Projects sponsored by the College	2	SSSP Mandal Management	100000	100000
Students research projects <i>(other than compulsory by the University)</i>	00	00	00	00
Any other(Specify)				
Total			1858000	1600000

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
Number	00	00	01	03
Sponsoring agencies	None	None	BCUD	BCUD

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	00
	Granted	00
International	Applied	00
	Granted	00
Commercialised	Applied	00
	Granted	00

3.17 No. of research awards/ recognitions received by faculty and research fellows  
Of the institute in the year 2013-14

Total	International	National	State	University	Dist	College
00	00	00	00	00	00	00

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	12	State level	15
National level	06	International level	00

3.23 No. of Awards won in NSS:

University level	06	State level	02
National level	00	International level	00

3.24 No. of Awards won in NCC:

University level	04	State level	02
National level	01	International level	00

3.25 No. of Extension activities organized

University forum	06	College forum	12		
NCC	03	NSS	05	Any other	01

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

- During December 17 to December 23, 2013, the NSS camp held at village Tambhere in Rahuri tehsil, the NSS volunteers constructed a check-dam of around Rs 5 lakh value. The dam will benefit the village in charging of ground water.
- The Committee for Health Services and National Development organized three blood donation camps collecting 139 blood units. The activity was held in collaboration of Jan Kalyan Blood Bank, Ahmednagar; Anand Rishi Blood Bank, Ahmednagar, HDFC Bank, Rahuri, Rahuri Yuva Pratishthan, Rahuri and Rotary Blood Bank, Rahuri. Besides, the committee also organized haemoglobin check-up camp for girl students in which around 400 girls were checked and health counselling was extended for better health.

## 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 in Acres	16.4 acre	00	00	16.4 acre
Class rooms in square feet	1050 x 16 =16800  740 x 16 = 11840	530 x 6 = 3180  800 x 1 = 800	UGC	32620  Sq. ft
Laboratories in square feet	3275 x 4 = 13100	708 x 1 = 708  30 x 30 = 900	UGC	14700
Seminar Halls in square feet	1050	1180	Management	2230
Wash Room for girls	150	950 + 300	BCUD/ UGC	1400
Auditorium (Indoor Sport Facilities)	00	15300	UGC + Management	15300
Ladies Hostel	00	18000	UGC + Management	18000
Canteen	00	2800	UGC +Management	2800
Library	6400	00	UGC	6400
Parking two and four wheelers	500	4500	Management & BCUD	5000
Value of the equipment purchased during the year (Rs. in Lakhs)	Rs 25 lakh	Rs 13.0 lakh	UGC &BCUD	Rs 28 lakh
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	03	03	BCUD & UGC	06

#### 4.2 Computerization of administration and library

The College has computerized its admission process, students' record management, faculty record management and library services.

From the academic year 2013-14, online admission was initiated for the post graduate students. The college displays admission notification on its website. The entire admission process is computerized in which fee receipt generation, roll call, Identity Card, caste wise and sex wise generation of reports are computed.

The library services is also partly computerized where records of book lending and collection is generated.

#### 4.3 Library services:

	Existing 2012-13		Newly added 2013-14		Total April 2014	
	No.	Value	No.	Value	No.	Value
Text Books	358	55852	1600	196688	1958	252540
Reference Books	946	288929	671	294480	1671	583409
e-Books	Subscribed to INFLIBNET					5000
Journals/Periodicals	83	59030	83	66420	166	125450
e-Journals	Subscribed to INFLIBNET					5000
Digital Database						
CD & Video			32	4675	32	4675
Others (specify)for Blinds			30	9780	30	9780

#### 4.4 Technology up gradation (overall) during 2013-2014

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing Till 2013	87	02	Broad Band BSNL	04	02	06	04	
Added In 2013-14	24	01	OFC leased line	11	01	03	09	12 LCD Projectors
Total	111	03		15	03	09	13	12

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

The college registered a rapid growth in use of technology. During the year of reporting, the College added 24 high end computer machines at different departments. Internet broad band connectivity of BSNL has been made available in all the science, arts and social sciences and commerce departments for the free and open access to faculty members. All the computers are in LAN.

The College has also made available ten PC with net connectivity to students in the library. The College has three computer laboratories for the use of students.

Besides, adequate training is also provided to the faculty and students for use of ICT in education. The administrative staff members are trained in use of computers for their day to day work including management information system. Library service is also computerized.

The College has also installed Close Circuit TV surveillance system for monitoring the day to day work. The same is also connected though cloud connectivity for monitoring by the Principal when he is out of the college campus.

4.6 Amount spent on maintenance in lakhs: (2013-2014)

i) ICT	38850
ii) Campus Infrastructure and facilities	796572
iii) Equipments	49986
iv) Others	34450
<b>Total:</b>	<b>919858</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC conduct following practices for the support of students:

1. Collect and analyze the feedback from students on Office Services; Library Services, sports and College Campus. The lacunae are found and the reports are tabled in Local Management Committee for addressing the issues.
2. Plan and monitor curricular, co-curricular and extension activities through seventeen committees formulated for the purpose of student support.
3. Promote organization of debate competitions and promote participation of students in competitions held at different colleges.
4. Monitor participation of students in literary work through wall-paper and college magazine “Shivam”.
5. Plan and monitor industrial visits, field visits and excursion tours.
6. Plan and organize lectures on career development, guidance to competitive examinations.
7. Monitor of disbursement of scholarships to reserve class and minority students.

#### 5.2 Efforts made by the institution for tracking the progression

The following mechanism is followed for tracking the overall academic and personality development of the students.

1. Post admission test are conducted for the entry level students to identify Slow and Advanced Learners.
2. At second year and Third Year, university exam results are analyzed for identifying Slow and Advanced Learners.
3. Mid Semester exam results are analyzed for tracking the performance of students in non-semester programs.
4. For the semester pattern courses, continuous evaluation system is followed to track the progression of students.
5. Various committees look after the identification and promoting development of students in co-curricular and extra-curricular activities.
6. The NSS and NCC Programs are rigorously implemented for promoting national values.
7. A Committee for the Academic Orientation of Students looks after the educational needs of the students. The Library Advisory Committee also takes care of addition of books, journals, and internet facility and education software for the students.

5.3 (a) Total Number of students	UG	PG	Ph. D.	Others
	1852	400	00	00

(b) No. of students from outside the state 

00
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(c) No. of international students 

00
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Men	No.	%	Women	No.	%
	1234	54.80		1018	45.20

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
908	282	102	764	02	2056	960	331	152	809	02	2252

Demand ratio 1:1.3      Dropout % 3.1

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

The College has a special Career and Employment Guidance Cell managed by a senior faculty member to promote awareness among the students for various careers and employment avenues. This Cell organizes following activities:

1. Organize guest speakers for orientation of students in career development.
2. Organize lectures for the students for personality development.
3. Promote students to participate in Soft Skills Development Program run by the College for personality development.
4. Coordinate with NCC officer to promote awareness among the NCC cadets on employment opportunities in police/ military/ security and para-military forces.
5. Coordinate with IQAC for organizing placement camps of private companies.
6. Monitor publication of career and employment opportunities in news papers and bring it to the notice of the students.

No. of students beneficiaries 

500
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### 5.5 No. of students qualified in these examinations

NET	15	SET/SLET	10	GATE	00	CAT	00
IAS/IPS etc	00	State PSC	12	UPSC	02	Others	05

### 5.6 Details of student counselling and career guidance

As mentioned in probe 5.4 the College has a special Career and Employment Guidance Cell managed by a senior faculty member to promote awareness among the students for various careers and employment avenues. The activities conducted by this cell is also mentioned in 5.4

No. of students benefitted

53

### 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
02	70	15	Not Available

### 5.8 Details of gender sensitization programmes

The College has a Statutory Committee for Prevention of Sexual Harassment to girl students and the women faculty members. Besides, a Women Forum also actively organizes activities for the socio-economic development of women, within and outside the college. In addition, gender sensitization is also implemented through NSS and NCC programs.

The Gender Sensitization activities include:

1. Counselling of parents for continuation of education to girl child.
2. Holding annual “Majhi Aai Majhya Mahavidhyalayat”, a unique program in which the mothers of the girl students spend a day in the College to know the progress of their daughter and also find the status of social security of their daughter in the college campus.
3. Organize Health Check up camps for the girl students. Haemoglobin check up camp is conducted annually for the health counselling of girl students. Organize lecture of gynaecologist for the health awareness of the girl students.
4. Rigorously implement “Save Girl Child” campaign through NSS and NCC volunteers.
5. Organize social events for the girls.
6. Organize lectures and camps for women empowerment and entrepreneurship development. Organize lectures for the women empowerment in politics.



## 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 (2013-2014)(SC/ST/OBC/NT)

	Number of students	Amount
Financial support from institution	15	22000
Financial support from government	1032	5522313
Financial support from other sources	00	00
Number of students who received International/ National recognitions	04	250000

### 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:

- Sports: The College has expedited the construction of Sports Auditorium for the students to promote sports. The complex will house four Badminton Courts and all other indoor games.
- Wash Room: For the girl students the College has taken up the construction of Wash Room for girl students. The proposed wash room will be completed by October 2014 and will provide 40 urinals and rest room facilities to the girl students.

## Criterion – VI

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

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

**Motto: “Be Consistent. Find a Way or Make one”**

**Vision:** A vast rural population in general and the disadvantaged section of the society in particular has no easy access to higher education. Socio-economic and geographical disparities are the bottle-neck in the progress of rural masses preventing them to join mainstream.

Knowledge throws open the doors of wisdom. Higher education is sine quo none for acquisition of knowledge and developing right mental attitudes.

This Institute aspires to achieve excellence not only in higher education but also inculcating right mental attitude by developing scientific temperament, determination and endurance by making available conventional and innovative teaching-learning and personality development programs, with a view to achieve socio-economic justice and equity.

**Mission:** To aspire and strive for excellence in higher education for imparting knowledge to students coming from diverse conditions and developing them for a social-change.

- To promote cause of education among the masses.
- To make quality higher education available to all the people irrespective of religion, caste, class, creed or sex.
- To make available the facility of higher education to women and all socio-economically disadvantaged sections of the society.
- To develop learned and skilled manpower in the society.
- To shape the students into agents of social change by incorporating the values of good citizenry, scientific temperament and rational thinking.

**Graduate Attributes:**

“We intend our graduates to go beyond their academic knowledge and acquire generic skills of communication, information literacy, ICT, creativity and innovations. They become rational thinkers and show spirit for team work. They are aware about their social responsibilities and become community leaders for promotion of a change with a positive difference for the common good”.

“We intend our graduate to become leaders in their communities and initiate and implement constructive change in their communities, workplace and professions. They mentor future generations of learners and engage in meaningful public discourse with a profound awareness of community needs. They become social engineers of tomorrow”.

## 6.2 Does the Institution has a management Information System

Yes. The college has adapted to automation of office and library services. The office administrative staff members are trained in use of ICT resources in entire admission process, management and storage of records and accounting. ICT is used for management of records of both the students and faculty members.

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

### 6.3.1 Curriculum Development

1. The College encourages the faculty members to represent the Board of studies.
2. The College encourages the faculty members to participate in Syllabi Restructuring Workshops organized by the University.
3. The College has hosted Syllabi Restructuring Workshops in the college and encouraged faculty and students to participate in such workshops.
4. The College has contributed to curriculum development by framing syllabi of one two year diploma course and a six month certificate course. The programs have been approved by the University and are being implemented by colleges in Pune University.

### 6.3.2 Teaching and Learning

The College has taken up the task of making the Teaching and Learning a joyful exercise by focussing on learning as a student centric activity. For this the following strategy is adopted:

1. Incorporate continuous evaluation system in non-semester course programs.
2. Conducting class test, seminars, assignments and tutorials.
3. Field and excursion visits to banks, industries, business houses.
4. Participation of students on administrative committees concerning academic activities.
5. Assignment of projects to post graduate students.
6. Introduction of Credit System to post graduate programs.

### 6.3.3 Examination and Evaluation

The College is affiliated to the Savitribai Phule Pune University and play a proactive role in implementing examination and evaluation program of the University.

1. The College completes all the formality regarding submission of eligibility certificates, examination forms, transfer of fees to University and distribution of examination hall tickets.

### 6.3.3 Examination and Evaluation (Continued)

2. The College conducts mid-semester exams for the non-semester programs.
3. Regular class test, seminars, tutorials and assignments are conducted for continuous evaluation of semester programs.
4. Over 20 percent of the faculty members are in University Panels for setting question papers and examiners and/or moderators.
5. The College has University Examination Officer and a separate office supervised by senior faculty members for conducting University exams.
6. For revaluation of papers the College follows the norms set up by the University.
7. The College practice Zero-Tolerance system to curb unfair practices in the examinations.

### 6.3.4 Research and Development

The College has taken all the steps to give an impetus to research and development. A Research Committee has been constituted for monitoring the research activities of the faculty members and the students. Besides, the IQA Cell and the Academic Coordinator with the University also monitor the research activities. The following is worth mentioning regarding progress in research activities:

1. While two minor research projects were submitted in 2013-14, nineteen others are under progress.
2. Over 50 faculty members participated and presented papers in National conferences, while five faculty members participated in international conferences.
3. Over 30 research papers have been contributed to the reputed journals by the faculty members to National and International journals.
4. Projects have been part of compulsory assignment to post graduate students.
5. The College has hosted “Avishkar” research competition organized under the aegis of Pune University in last two consecutive years. Over 50 students have taken part in the research project competition.
6. While three faculty members have been awarded PhD degree, five others have registered for PhD.

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

The College has added significant infrastructure during the reporting year. The following is worth mention:

1. A separate Science laboratory has been added for the post graduate students.
2. UV spectrophotometer, melting point equipment, continuous soxlet extraction equipment and large number of glass wares have been added to the science laboratory.
3. The college has 24 high end computer machines with internet connectivity for the use of faculty and the students.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation (Continued)

4. Auditorium building is on the verge of completion.
5. The work of a state-of-the-art wash room for girls is anticipated to be complete by August 2014.
6. Reading room facility has been provided for students with a capacity to accommodate 150 students.
7. The library is provided with ten computer machines for the access of internet and education resources.
8. All the departments have been provided with computers with broad band connectivity.

#### 6.3.6 Human Resource Management

The Management and the Local Management Committee are taking all the steps to retain the faculty and filling up vacant positions. Although there are difficulties in filling up grantable post due to government policies, efforts are made to recruit temporary qualified faculty to take care of academic teaching.

Efforts are taken to create leadership qualities among the faculty by providing them with necessary infrastructure and delegation of authority to expedite the procedures.

The IQAC is active in planning and monitoring all the curricular, extension and outreach activities.

The Examination Cell takes care of examination related activities right from filling of forms to hold exams, monitor evaluation and declaration of results.

The college management has created the post of vice principal for decentralization of powers.

The College has eighteen different committees to monitor academic and co-curricular activities.

#### 6.3.7 Faculty and Staff recruitment

The College is affiliated to Savitribai Phule Pune University and receives grants from the government. The College is bound to the government and the University in strict adherence to all the norms and rules as formulated by the government and the University for recruitment of the faculty.

Transparency in recruitment is maintained at all levels by advertising the posts in leading news papers. Faculty is appointed only after recommendation by the expert committee.

### 6.3.8 Industry Interaction / Collaboration

The geographical location of the College is drawback in establishing interactions with the industries. However, in spite of the drawback, efforts are made to collaborate with the industries. The College has inked a memorandum with one cooperative sugar mill and two other agro-based industries for on plant training of science students and office and account management for the commerce students.

### 6.3.9 Admission of Students

The College maintains transparency at all levels of admission of students to various under and post graduate students. The College has fully computerized the admission process. Admissions are given based on merit list prepared as per the norms laid down by the government for reserved class candidates. Admissions are given without regard to caste, creed and sex. The College publishes first merit list with details regarding the last date for admission. Seats falling vacant due to non-enrolment of students from first merit list are then allotted by publishing a second merit list.

6.4 Welfare schemes for

Teaching	02
Non teaching	02
Students	07

6.5 Total corpus fund generated

2500000

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	Department Heads
Administrative			Yes	Principal

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

For UG Programmes

Yes

No

For PG Programmes

Yes

No

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

Not applicable, the College is affiliated to Savitribai Phule Pune University

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

The University encourages the colleges to opt for autonomy provided the college has excelled in the field of academic and good governance.

6.11 Activities and support from the Alumni Association

The IQA Cell of the College organizes Annual Alumni Meet in the College premises. The meet is attended by senior members of the Management Body, Principal and all the Faculty Members. The meeting is addressed by the President of the Management and the Principal to apprise the Alumni regarding progress made by the College in Academics, Extension Activities and Research. The Alumni interact with the Management and the Faculty to put across their critical remarks and suggestions. The IQAC also collect feedback from the Alumni which is carefully analyzed to incorporate developments in the college affairs.

6.12 Activities and support from the Parent – Teacher Association

The IQAC organize Parent-Teacher meet to get feedback from them on the issues related to the students. The meeting is organized stream wise under planned by the concerned head of departments under the guidance of the Principal. The following are the aims and objectives of the Parent-Teacher meet and the outcome of such meetings.

1. Vast majority (over 90 percent) students of this college come from 96 villages, including 150 hamlets, and they are first time learners. The parents need to be counselled regarding the progress of their wards.
2. The College has around 46 percent of girl students, which is registering a continuous increase. Parents are generally anxious regarding the safety and social security of their daughters. Most of the parents are either farm labourers or farmers with marginal land ownership.
3. In view of the prevailing socio-economic conditions of the majority parents, the college does not expect any monetary contributions from them. On the contrary, the college, every year, organizes a “Majhi Aai, Majhya Mahavidhyalat” (My Mother in my College) an event parents of the girl students. The mothers spend a day in the college to interact with the faculty,



Understand what their daughters are doing, how is her academic performance and how the college is making available Earn and Learn Scheme for the needy. The mothers (over 400 of them) are provided with tea-snacks and lunch during their stay. The college also arranges for special Bus for bringing the parents from local bus stand to the college and drop them back in the evening.

4. However, in spite of such socio-economic conditions, the College has received as donations in terms of material worth Rs 5 lakh during the reporting year. The parents have donated two water coolers (worth Rs 80,000), tree saplings worth Rs 2 lakh; and institutions of awards to meritorious students in academics and sports.

#### 6.13 Development programmes for support staff

The College has a Committee for Professional Development of Staff and a separate Committee for the Staff Welfare.

For the Support Staff, the Committee for Professional Development hold ICT training, Soft Skills Development programs. The members of support staff are encouraged to participate in workshops and training programs organized by the University. The Support Staff is also given necessary support in terms of leave to improve their academic qualifications.

Besides, the Committee for the Staff Welfare redress the grievances of the support staff. Events are organized for giving impetus to effective participation of the members in College administration.

Members of the Support Staff are also given representation in academic and administrative Committees.

The Health Centre organizes health check up camps and the members of support staff can avail benefits.

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

The College Management, Principal and the Faculty are highly proactive in making the college campus an eco-friendly place. Beside academic orientation of students in eco-conservation, steps are taken for their effective participation in implementing environment friendly activities. Some of the eco-friendly actions taken up by the college are:

1. Conducting annual green audit (Number and labelling, monitoring annual growth, planting new species)
2. Conserving species (the College has a unique Cactus Garden having 350 species).
3. Water conservation through Nullah Bunding, rain water harvesting, water percolation tanks.
4. Plantation and conservation of trees.
5. Use of high efficiency lighting systems, replacing bulbs with CFL and LED.
6. Encouraging use shared transportation and bicycles for transportation.
7. Discouraging use of plastic.

## 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.

The College has taken up following practices for positive impact on Academic teaching and administration of the institution:

1. **Governance:** Steps have been taken for effective decentralization of administration and leadership building. The College has 18 Committees for the planning and implementing all the academic, curricular and extension activities. These committees are monitored by the IQA Cell. The IQAC has drafted a manual for the power and duties of all the committees. Stress is given on the participation of teachers, support staff, students, alumni and other stakeholders in the committees. This has created a positive impact on the overall functioning of the institution. The system proved of help in conducting and monitoring more number of activities with quality performance.
2. **Computerization:** The College has installed computer systems for the automation of students and faculty records. This is the first step for the complete online admissions to be initiated in 2014-15. The automization of admission has significantly cut down the time required for the students to complete admission process. Besides, record management has become simpler and available at the click of the mouse. The library services has also been computerized for better efficiency and time saving.

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

The following activities were planned at the end of last academic year (2012-2013) and the action taken during 2013-14.

1. **Target:** Initiating new Academic Programs BSc Physics/Zoology/Geography  
**Achievement:** Started BSc Physics
2. **Target:** ICT training to staff and up-gradation of ICT resources.  
**Achievements:** ICT resources up-graded by procuring 24 computers and providing internet connectivity. ICT training programs organized.
3. **Organization of conferences/workshops**  
**Achievements:** Organized two State Level Conferences. The College hosted Zonal Avishkar competition.
4. **Environment Conservation**  
**Achievements:** Conducted environmental Audit; took steps for rain water harvesting.

5. Target: Personality development for students  
Achievement: Organized activities like wall-paper/ college magazine, soft skills development program, Nirbhay kanya abhiyan for girls, parent meet.
6. Target: co-curricular activities.  
Achievements: Completion of auditorium sport complex expedited, organized sports, promoted participation of students in sports/NCC, NSS.
7. Career guidance and placement  
Achievements: Organized lectures on Career development, two companies visited for placement.
8. Extension activities  
Achievements: Different committees organized 13 outreach activities including health services, gender sensitization, awareness promotion against female foeticide, dowry, literacy, environment and harassment of the women.

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

**Annexure IV:**

**Best Practice 1: Augmenting Role of IQAC in Planning and Monitoring**

**Best Practice 2: Popularizing Blood Donation and Health Consciousness**

7.4 Contribution to environmental awareness / protection

As enumerated in 6.14

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:**

1. Strength:

- 16.4 acre land, adequate infrastructure
- Positive Leadership (the management and institutional head.)
- Large number of students from section of the society as enumerated in the vision of the institution.

2. Weakness:

- Lack of business houses, industries and commercial centres in the teshil.
- Inadequacy of trained faculty due to government rules and directives.

- Inadequacy of funds for the College development
3. Opportunities:
- To push reforms in higher education by opting to autonomy.
  - To begin job-oriented diploma and degree programs.
  - To integrate higher education with the needs and demands of the market.
4. Challenges:
- To raise funds for developing physical infrastructure and recruit trained man power.
  - To collaborate with industries for the on plant training and placement services.
  - To promote social values among the students in the contemporary socio-economic trends.

**8. Plans of institution for next year (2014-2015)**

- The IQAC has planned for following activities/ development.
1. Physical Infrastructure:
- **Construct additional class rooms for the new post graduate courses initiated. (MSc/MA)**
  - **Construct laboratory facilities for MSc**
  - **Complete the Sport Complex (Auditorium)**
  - **Provide better wash room facilities to girl students.**
  - **Provide additional space for student cycle stand and parking for the staff.**
  - **Give face lift to College campus.**
2. Academic:
- **To start new degree programs in computer science.**
  - **To start diploma programs as dual system along with degree programs.**
  - **To tie up with industries for the training of students.**
3. Outreach Activities and Sports:
- **To give an impetus to outreach activities by adopting villages.**
  - **Provide state-of-the-art facilities for training in sports.**

Name Dr Asrar Shaikh

Name Dr Sambhaji Patahre

Sd/- XXXXXXXXX

Sd/- XXXXXX

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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## Annexure I

### **Internal Quality Assurance Cell Academic Calendar 2013-2014**

S. No.	Month	Week	Proposed Activity
1.	June	I	Drafting and printing of College Prospectus/Admission Forms
		II	Compliance with recommendations of the NAAC Peer team/ Monitoring Admission Process/Launching of Academic Calendar
		III	Monitoring Time-Table/Web-site Update/Monitoring Progress of NAAC work/Monitoring Admission Process.
		IV	Monitoring TD-IQAC and SSD-IQAC meeting/ ICT Training to Non-Teaching/ Monitoring Declaration of First Year Results
2.	July	I	Receiving reports from Departments on Result Analysis/Monitoring teaching Plans/ Monitoring Beginning of Certificate Courses/Follow up with NAAC for assessment
		II	Monitoring feed-back from departments on Identification of Slow and advanced Learners/ Action taken by departments and Library
		III	Receiving Schedule of Activities Planned by Committees/Monitoring Progress of NAAC Work/Monitoring Academic Activities/Health Services
		IV	Receiving Schedule of Certificate Courses from Departments/ Conferences/Workshops planned /College Development
3.	August	I	Monitoring Activities for Sending Proposals for New Academic Programs/ICT up gradation/Wall Paper Activity/Shivam Magazine Activity/Soft Skills Development
		II	Monitoring Activities for Sending Proposals to UGC/Preparation for Independence Day Celebrations

		III	Monitoring Activities of Department on Environment Conservation Projects undertaken.
		IV	Monitoring Remedial Coaching Scheme Progress/ Monitoring Progress of NAAC Work/Compilation of Data on SC/ST/NT/SBC/Minority
4.	September	I	Monitoring Organization of Blood Donation Camp/Health Services/Nirbhay Kanya/ Savitribai Phule Scheme
		II	Monitoring NSS and NCC Activities
		III	Monitoring Activities of Essay Writing/Debate and /Dance Competition/ Monitoring Progress of NAAC Work Elocution
		IV	Monitoring Exam Work/Prevention of Unfair Activities/
5.	October	I	Monitoring Research Activities/Submission of RAR
		II	Monitoring Activities under Students' Welfare/Scholarships
		III	Monitoring Progress of University Exams
		IV	Monitoring College Development Activities
6.	November	I	Collecting Feed-Back from Students on Evaluation of Teachers
		II	Collecting Feed-Back from Students on College Campus and Support Services
		III	Monitoring Workshops/Conferences
		IV	Collecting Feed-Back from Committees on Activities Completed and Planned for Second Term
7.	December	I	Monitoring Activities of NSS/Health services/Historical Survey/Health Surveys/Literacy Survey
		II	Monitoring Students on Plant Training/Monitoring TD-IQAC Meetings/SSD-IQAC Meeting
		III	Monitoring Activities of Career Guidance and Competitive Exams Guidance Cell
		IV	Monitoring Campus Placement Services/Monitoring College Development

8.	January	I	Compilation of Information for AQAR submission/Monitoring Academic Activities
		II	Parent-Teacher Meet/Collecting Feed-Back
		III	Alumni Meet/ Collecting Feed-Back
		IV	Health Services/Survey on Hb and TB
9.	February	I	Collecting Feed-Back from Students on Academic Programs
		II	Monitoring Exams of Certificate Courses
		III	Monitoring UGC Developmental Schemes
		IV	Organizing Peer Lectures on Career Guidance
10.	March	I	Collecting Feed-Back on Achievements of Departments
		II	Collecting Feed-Back on Achievements of Committees
		III	Compilation of Over-All Data on Academic/Research/Curricular and Extension Activities
		IV	Monitoring Exam Committee Work
11.	April	I	Compilation of Data for AQAR
		II	Collection of Annual Assessment of Teachers
		III	Analysis of Feed-Back from Students on College-Campus and Support Services
		IV	SWOT Analysis
12	May	I	Submission of on-line AQA Report
		II	Facilitating and Monitoring College Prospectus Printing
		III	Monitoring Academic Calendar Committee for Preparing Academic Calendar for Next Academic Year
		IV	Exploring Innovative Programs

## Annexure II:

**Range of Core /Elective options offered by the University and those opted by the college:**

S No	Stream/Program	Degree Level	University Core & Optional	College Core	College Option
1	Science B Sc	First Year	Chemistry; Botany; Zoology; Mathematics; Electronics; Computer Science, Physics, Statistics, Geography, Geology,	i. Chemistry; ii. Botany; iii. Mathematics iv. Computer Science	Physics, Zoology, Electronics
		Second Year	Chemistry; Botany; Zoology; Mathematics; Electronics; Computer Science, Physics, Statistics, Geography, Geology	i. Chemistry; ii. Botany; iii. Mathematics iv. Computer Science	Physics, Zoology, Electronics
		Third year	Chemistry; Botany; Zoology; Mathematics; Electronics; Computer Science, Physics, Statistics, Geography, Geology	Chemistry; Botany; Mathematics, Computer Science	Chemistry, Botany, Mathematics, Computer Science
2.	Science/M Sc		University Core:  Organic; Physical, Inorganic, Analytical, Biochemistry, Drug Chemistry, Polymer Chemistry, Environment Sciences	Organic Chemistry	Organic chemistry



3.	Commerce/ B Com	First Year	University Optional: 1. Office Management; 2. Banking & Finance; 3. Commercial geography; 4. Defense Budgeting; 5. Cooperation; 6. Managerial Economics 7. E-Commerce 8. Insurance and Transport 9. marketing and Salesmanship 10. Consumer Protection and Business Ethics 11. Business Environment and Entrepreneurship 12. Foundation Course in commerce.	1. Functional English 2. Financial Accounting; 3. Business Economics; 4. Mathematics & Statistics 5. Banking and Finance 6. Marketing & Salesmanship	1. Banking and Finance 2. Marketing & Salesmanship
		Second Year	University Optional: 1. Business Administration; 2. Banking & Finance;	1. Business Communication; 2. Corporate Accounting; 3. Business Economics;	1. Banking and Finance; 2. Cost & Works Accounting 3. Marketing Management

			<p>3. Business Law;</p> <p>4. Cooperation &amp; Rural Development;</p> <p>5. Cost &amp; Works Accounting</p> <p>6. Business Statistics</p> <p>7. Business Entrepreneurship Development;</p> <p>8. Marketing Management</p> <p>9. Agriculture &amp; Industrial Economics.</p> <p>10. Defense Budgeting and Finance.</p> <p>11. Insurance Transport and Tourism</p> <p>12 Computer Applications</p>	<p>4. Business Management;</p> <p>5. Company Law</p>	
		Third year	<p>University Optional:</p> <p>1. Business Administration;</p> <p>2. Banking &amp; Finance;</p> <p>3. Business Law;</p> <p>4. Cooperation and Rural</p>	<p>1. Business Regulatory Framework;</p> <p>2. Advanced Accounting;</p> <p>3. International Economics;</p> <p>4. Auditing and Taxation.</p>	<p>1. Banking and Finance,</p> <p>2. Cost and Works Accounting</p> <p>3. Marketing Management,</p>

			Development; 5. Cost & Works Accounting; 6. Business Statistics; 7. Business Entrepreneurship Development ; 8. Marketing Management; 9. Agricultural & Industrial Economics; 10. Defense Budgeting and Finance; 11. Insurance, Transport and Tourism; 12. Computer Applications		
4.	BCA (Commerce)		All compulsory, no options	All compulsory, no options	No options
6.	Commerce/ M Com	First Year	University Optional: 1. Advanced accounting and Taxation; 2. Advanced Cost Auditing & Cost System; 3. Business Practices &	1. Management Accounting; 2. Financial Analysis & Control; 3. Strategic Management; 4. Research Methodology	1. Business Administration

			Environment; 4. Business Administration; 5. Secretarial Practices; 6. Cooperation & Rural Development; 7. Commercial Laws; 8. Advanced Banking & Finance		
		Second Year	University Optional: 1. Industrial Economics; 2. Global Industrial Environment 3. Business Statistics; 4. Operations Research	1. Business Finance 2. Capital Market & Financial Services	1. Industrial Economics; 2. Business Statistics
5.	Arts/ BA		University Core and Optional: 1. English; 2. Hindi; 3. Marathi; 4. Economics, 5. History, 6. Political Science 7. Geography, 8. Sindhi, 9. Arabic, 10. Gujrathi, 11. German, 12. French 13. Sanskrit, 14. Sociology, 15. Philosophy, 16.	1. English; 2. Hindi; 3. Marathi; 4. Economics, 5. History, 6. Political Science	1. English; 2. Hindi; 3. Marathi; 4. Economics, 5. History, 6. Political Science, 7. Geography

			Mathematics, 17. Statistics, 18. Psychology, 19. Defense and Strategic,  20. Anthropology		
8.	MA		All the subjects as available for undergraduate program.	1. Marathi, 2. Hindi, 3. English, 4. Economics, 5. Political Science and 6. History	1. Marathi, 2. Hindi, 3. English, 4. Economics, 5. Political Science and 6. History

**Annexure III-A**  
**Internal Quality Assurance Cell 2013-14**  
**Analysis of the Feed-Back on Campus/Support Services**

The IQA Cell had obtained a feedback from the students on the following issues:

- 1. College Campus**
- 2. Office Services**
- 3. Library Services**
- 4. NSS/NCC/Sports**
- 5. Canteen**
- 6. Health Services**

In all one hundred and ten students gave their feedback. Of these 30 forms were randomly selected for analysis.

The following observations have been drawn from the feedback analysis.

**1. Campus:** Sixty five percent of the students expressed their satisfaction over the availability of drinking water, toilet and wash room facilities and parking facilities. However, these services need further improvements.

**2. Office Services:** 90% students expressed their satisfaction over the office services. The questions were regarding connivance of office working hours, the attitudes of the office staff and availability of information regarding admissions and examinations.

**3. Library services:** Again over 95% of the respondents expressed their satisfaction over the library services. There were no adverse remark regarding availability of books, reading material, access to other learning resources and working hours of the library.

**4. NSS/NCC/Sports:** While over 90% students expressed their contentment over the NSS and NCC programs, over fifty percent of students expressed their discontentment over the availability of sport facilities, particularly the infrastructure.

The students demand better sport infrastructure, tracks and grounds.

**5. Canteen:** Around 40% of the students said that the college should have better canteen facilities with clean drinking water and hygienic food and snacks.

**6. Health Services:** Again a majority of respondents expressed their dissatisfaction over non-availability of health services. The College has established Health centre now, however, the same needs to be more proactive in taking care of health demands of the students.

**Concluding Remarks:** While the College management has taken initiatives to upgrade infrastructure, the following issues needs urgent attention.

1. The drinking water facilities may be improved by installing water-coolers with online water purifiers. The College has already placed purchase orders for the water coolers.
2. Parking stand for two and four wheeler vehicles needs extension and better provision.
3. The College needs common room (rest room) for girl students. The issue is already taken up and a separate wash room with all the facilities for the girl students is being under completion.
4. More number of toilet and wash rooms is urgently required for the male students and staff.
5. The proposed Sport Auditorium work needs to be expedited. It will take care of many of the demands of the students for better sport infrastructure.
6. The college needs at least two canteens where the students and staff can have hygienic food and snacks and clean drinking water.
7. The college has recently established Health Centre. The services of this centre needs to be streamlined with provision for availability of medical aid. Doctors need to attend the centre at least thrice a week for two hours during morning time.

## **Annexure IIIB**

### **Analysis of Feed-Back from Alumni 2013-14**

Note: Of the one hundred fifty eight past students who attended the meet and fill up feedback forms, sixty randomly selected forms were taken for analysis. Following conclusions were drawn from the statistical information available from the feed-back.

**1. Probe 2:** 71% of the respondent agreed that the knowledge gained during their academic program was relevant to their present profession. However, 23% expressed their views for the refinement of the teaching-Learning program.

**2. Probe 3:** 80 % respondent opined that the syllabus of their academic program was adequate.

**3. Probe 4:** As many as **81% respondents evaluated their teachers as Excellent.**

**4. Probe 5:** For their experience on campus life only **48.33 %** past students have responded as excellent. But a large number, 63.33% said that it was satisfactory. **This indicates that the College must strive to upgrade its campus for making the students more comfortable and happy.** Better infrastructure and learning resources must be made available for making better campus life for the students.

**5. Probe 6:** Regarding the contribution of teachers role in educational and social development, a overwhelming **95% past students responded by saying “yes”.**

**6. Probe 7:** Again **88% students agreed that the teachers’ contribution in their social development was laudable.**

**7. Probe 8:** For evaluation of teaching-learning resources only 44% past students said that they were Excellent but as many as 52.66% said that they were just adequate. **This area deserves to be strengthened.**

**8. Probe 9:** As many as **97% of the respondent said that they will be willing to admit their children or advise their friends and relatives to admit their wards in this college.** This indicates that the past students have strong feeling about the college and faith in the College.

**9. Probe 10:** **75%** of the respondent believed that sports facilities are good but 25% said that sport facilities are just adequate. **This provides another area for improvement in sport infra structure.**

**Some Suggestions received in the feed-back that deserves to take note of:**

1. More number of courses may be available in all discipline.
  2. Professional courses may be initiated urgently.
  3. Hostel facility may be provided for students.
  4. Facilities like reading room, canteen and consumer store may be provided.
  5. Clean and safe drinking water must be provided for the students.
  6. Sport facilities may be upgraded.
  7. Transportation facilities for students may be taken care of.
  8. More number of Post-Graduate programs may be initiated.
  9. The College must implement system for better transparency in its functions.
  10. Alumni meet must be on regular basis.
  11. Facilities may be provided for training of students in civil services.
  12. Internet services may be provided to students.
  13. College must have compound wall.
  14. Pre-cadet training facilities may be provided for training students for entry into defense forces.
  15. College must establish interaction with industries for campus placement services.
- College must make available better vehicle parking facilities for students.

## **Annexure III C**

### **Report on Alumni Meet 2013-14**

The Alumni Meet was organized by the IQA Cell on July 21, 2013. The meet was registered by 211 former students of the college who are now in different vocation, from farming to class I officers and from teachers to officers in private and public corporate sectors. The meet was presided over by the Honorable Prasad Tanpure, the Chairman of Shri Shivaji Shikshan Prasarak Mandal.

The meet began with a lecture by the Principal Dr Sambhaji Pathare who elaborated on the achievements of the colleges, especially the improvement of physical infrastructure and providing the necessary facilities to the students, since the first Alumni Meet which was held on Jan 13, 2012. Dr Pathare also spoke on the academic, curricular, co-curricular and outreach activities of the different committees of the college.

Honorable Tanpure addressed the gathering by highlighting role of Shri Shivaji Shikshan Prasarak Mandal in the socio-economic development of the tehsil. He stressed on the inclusive growth of the education in the tehsil and lauded the performance of the college for making education available to the poorest of poor and the socio-economically deprived sections of the society. He urged the Alumni to participate in the development of the College and to make it one of the best education institutions that can compete with Colleges in the metro cities.

A large number of Alumni members spoke on the occasion and assured their continuous support in the development of the college.

#### **Publication of Shivam, the College Magazine:**

During the Alumni Meet the College House Magazine “Shivam-2013” was published at the hands of Shri Prasad Tanpure. Prominent among those present on the occasion were Shri Dattatrya Adsure and Shri Gangadhar Jadhav.



## Annexure IV

### Best Practice 1: Augmenting Role of IQAC in Planning and Monitoring

**Goal:** Planning, Implementation and Monitoring of all the Academic, Curricular, Co-Curricular and Extension activities is a major task for the HEI. Optimum utilization of human and infrastructure resources through participation of faculty is essential to implement a large number of non-academic activities without doing injustice to the Teaching-Learning program. Evolving mechanism to plan, implement, monitor and generate record was the aim of this practice.

**The Context:** Only a few institutions have in-built regulatory mechanisms for the smooth functioning of their various organs to achieve Core Value of education, viz. contribution to National Development, Fostering Global Competencies among Students and promoting Use of Technology as envisaged by Government of India, UGC, Universities and the autonomous National Assessment and Accreditation Council (NAAC).

A holistic approach is needed for Quality Initiatives, Quality Sustenance and Quality Enhancement. Transparency, effective mobilization of resources, formulation of development objectives and evolving specific plans and guidelines for their effective implementation are the key-points to be addressed for quality education management in India, particularly at the rural places.

**The Practice:** Practically every institution of higher education has a large number of committees and cells for implementation of administrative, academic, curricular and extension activities. However, none of the institutions has ever evolved a system for optimum utilization of resources and monitoring of a cluster of activities. No institution defines the methodology for the effective functioning of the various committees. The committees constituted are not given a set of guidelines, powers and duties, working schedule and reporting authorities. This often leads to chaos and overlapping of functions and even conflict of interests.

We, at **ASC College, Rahuri, have evolved an effective in-built mechanism** for planning, implementing, monitoring, analyzing, recording, and reporting the various academic, curricular, co-curricular, extension and extracurricular activities.

- Over fifty different activities have been carefully clubbed in to seventeen groups and for each group of activities a committee is formed, with provisions for internal sharing of responsibilities. The College thus have only seventeen committees.
- Each Committee has assigned a constitution for representation of all the stakeholders. Stress is given on social equity and justice.
- For each Committee Broad Area of Work, Powers and Duties, Scheduling Meetings, Planning and Implementation and Reporting has been defined to the minutest detail.
- The IQA Cell formulates an Annual Calendar of all the activities.

**Evidence of Success:** This innovative approach in evolving and internalizing the administrative activities has immensely helped in:

- Meticulous planning of academic, curricular and extension activities and participation of students and other stakeholders on various administrative bodies of the institution for the holistic development of institution, students and the community.
- Effective formulation of development objectives and guidelines with specific plans for implementation.
- Effective mobilization of Human, Infrastructure, Financial Resources.
- Effective monitoring of all the activities by the IQA Cell.
- Effective generation and compilation of records. This helped in speedy compilation of AQA Reports and the SSR for re-accreditation.
- Enhanced participation of stakeholders for transparency in academic, administrative and financial policies.
- Helped in addressing the needs of Core Values of Higher Education, namely: Contribution to National Development; Fostering Global Competencies and inculcating Value Systems among Students, Promoting the Use of Technology and pursuing the Quest for Excellence.

**Problems Encountered and Resources Required:** The problems encountered while implementing the system mainly confine to willingness of the faculty to adapt to changing work culture and to respond to needs of consistency in efforts. The practice does not need any additional financial resources. What required is leadership qualities at different committees to push reforms.

### **Best Practice 2: Popularizing Blood Donation and Health Consciousness**

**Goal:** To promote awareness among the students to inculcate the habit of regular voluntary donation of blood. Informing the students on the benefits and need of blood donation and to remove doubts from their minds. Indians lag far behind in voluntary blood donation than the people of developed nations. The College has been attempting to awaken the youths to develop and nurture the habit of blood donation to serve their community and the nation.

**The Context:** Voluntary blood donation is still in its infancy in India. The nation failed to register any significant rise in making available blood from voluntary donors. Commercial blood donation is still rampant leading to post transfusion complications in the recipients.

In Developed Countries, 46 persons per 1000 population voluntarily donate blood in a year as against 0.9 people per 1000 in India. In 2010, sixty two of the world nations collected 100 percent of their blood needs through voluntary blood donors as against 40 percent blood collected from voluntary donors in India. In India the average blood units collected are 3500 units per blood bank as against average of 30,000 units collected by blood banks in developed nations.

**The Practice:** During last fifteen years the College has been regularly organizing Blood Donation Camps in association with the District Civil Hospital and other Non-Governmental Organization (NGOs). Initially the response was poor. The students lacked awareness and were

afraid of donating blood because of the misconceptions about the issue. Blood donation by girls was unheard of.

Initially the College used to organize the activity under the banner of Science Association. The Association organized Blood Donation camps in Association with Civil Hospital and the local Rotary Blood Bank.

In last three years the College IQA Cell has constituted a **Committee for Health Services and National Development** and diversified the activity to include:

i. Haemoglobin Checking

ii. Medical Counselling and Treatment for Girls with moderate to severe Haemoglobin deficiency.

iii. Organizing Blood Donation Camps and maintaining a directory of Voluntary Blood Donors.

The details of these comprehensive activities held during last four years are:

Number of Blood Donation Camps Held: 07

Number of Students Donated Blood: 315

Number of Students availed compulsory health check-up: 2800

Number of Girls availed Haemoglobin Check-up services: 1200

Number of Girls has given Medical counselling and Treatment for Haemoglobin Deficiency: 105

In last two years the Committee is organizing Blood Donation Camps in association with Ahmednagar based NABH Accredited **Jan Kalyan Blood Bank** as this bank has facilities to separate individual blood components to enhance blood storage time and maximum utilization of donated blood. The Bank is non-profit making public trust.

**Evidence of Success:** The success of the practice is evidenced by:

- Appreciation of the events by community, NGOs and the local representatives of news media.
- Obliteration of fears and misconceptions from the minds of the students that is now well evident by enhanced enthusiasm among the students to donate blood.
- Appreciation of the activity by Jan Kalyan Blood bank and other agencies for promoting the social cause among the rural youths.
- Haemoglobin check-up and Blood Grouping of over 2000 girl students in last two years.
- Over a hundred girls with moderate to severe haemoglobin deficiency were given free medical counselling and treatment.
- Students are now better prepared to answer a call of emergency blood need and will come forward to help the community and the nation in case of any unfortunate incident.

**Problems Encountered and Resources Required:** The problems encountered while inculcating and popularizing blood donation among the students were both of psychological and awareness related. Initially even the faculty members were not very pleased to the idea of

student donating blood to a bank. The students were ignorant about the facts on blood donation. Fears and misconceptions kept the student unmoved for this cause.

It took quite a few years to remove the fears and doubts among the students. Rigorous efforts were taken to educate the students on the issue of blood donation and making them aware about the facts and figures of voluntary blood donation in India. Poster exhibitions, distributing hand bills and publishing articles in the house magazine and news papers helped the students to shun their fear.

The activity needs no special resources as the Blood Bank participating in the event arrange for almost everything including refreshments to donors, certificates and material required for blood grouping and haemoglobin check-up.

The organizing institution requires motivated faculty members to educate and encourage the students.

**Notes:** Nowadays some of the Blood Banks have facilities for separation of blood components into serum, platelet cells etc. Such banks collect blood only from donors with hemoglobin above 12 percent. This results in safe bleeding without any adverse reactions developing into the donors. However, most of the willing Girls miss the opportunity to donate blood and contribute to community services.

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