

**D.G. Tatkare Arts & Commerce College,
Tala, Raigad, Maharashtra**

MHCOGNI5896

A.Q.A.R.

FOR THE YEAR

2014-2015

**The Annual Quality Assurance Report (AQAR) of the IQAC
For the academic year 2014-2015**

Part – A

I. Details of the Institution

1.1 Name of the Institution

Tale Vibhag Shikshan Prasarak Mandal's
D.G. Tatkare Arts and Commerce College

1.2 Address Line 1

At Post: TALA; Taluka: TALA

Address Line 2

District: Raigad

City/Town

State

Maharashtra

Pin Code

402111

Institution e-mail address

dgtcollegetala1@yahoo.co.in

Contact Nos.

02140269575

Name of the Head of the Institution:

Dr. Rajendra D. Kankariya

Tel. No. with STD Code:

02140269575

Mobile:

9422517570

Name of the IQAC Co-ordinator:

Dr. Diwakar Dhondu Kadam

Mobile:

8976128881

IQAC e-mail address:

dgtcollegetala1@yahoo.co.in

1.3 NAAC Track ID

MHCOGNI5896

1.4 Website address:

www.dgtcollegetala.org

Web-link of the AQAR:

www.dgtcollegetala.org/downloads/aqar/aqar2014-15 .doc

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.45	2014	04/05/2019
2	2 nd Cycle	---	---	---	---
3	3 rd Cycle	---	---	---	---
4	4 th Cycle	---	---	---	---

1.6 Date of Establishment of IQAC :

DD/MM/YYYY

17 July 2013

1.7 AQAR for the year (*for example 2010-11*)

2014-15

1.8 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 _____ (DD/MM/YYYY)4
ii. AQAR _____ (DD/MM/YYYY)
iii. AQAR _____ (DD/MM/YYYY)
iv. AQAR _____ (DD/MM/YYYY)

1.9 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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

University of Mumbai

1.12 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 (<i>Specify</i>)	----
UGC-COP Programmes	----		

2. IQAC Composition and Activities

2.1 No. of Teachers	07 Nos		
2.2 No. of Administrative/Technical staff	01 Nos		
2.3 No. of students	01 No		
2.4 No. of Management representatives	02 No		
2.5 No. of Alumni	01 No		
2. 6 No. of any other stakeholder and community representatives	Nil		
2.7 No. of Employers/ Industrialists	01 No		
2.8 No. of other External Experts	01 No		
2.9 Total No. of members	16 Nos		
2.10 No. of IQAC meetings held	13 Nos		
2.11 No. of meetings with various stakeholders:	No.	02 Nos	Faculty 08 Nos

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 -Nil

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- ❖ Started Eight Certificate courses in the college for students.
- ❖ Teachers participated in international, national, conference, workshops, seminars & symposia.
- ❖ Arranged Five National Level seminar in the College.
- ❖ Arranged "Jatpanchayat Virodhi" Workshop.

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
Inclusion of institution in 2(f) and 12(b) of U.G.C. Act	Applied for the same and recognition is received.
Starting of Certificate Courses	Started eight Certificate Courses for students

National Seminar/ Conference	Organised five National level seminars
Earn and Learn Scheme	Implemented Earn and Learn Scheme
Collection of Funds under CSR	Not yet materialised
Workshop under Sports Dept.	Awaited sanction from University.
Use of ICT for Teaching and Learning	Separate time table for ICT for Teaching and Learning was prepared and implemented.
Basic English Communication Course.	Started Group Discussion for English Communication Course
To pursue Ph.D. and P.D.F. by faculty members	One faculty has completed Ph.D. course in Commerce and One faculty have been applied for Post Doctoral Fellow.
Involvement of students in Seminar and Conferences.	Presented Research Paper in seminar / conference by the students.(40 Students)
Industry linkages Programme	Discussions are going on.
Implementation of Academic Audit	In the year of 2015-16 the academic audit will be carried out in July / Aug 2015.
Guest/ Visiting Faculty Lectures for students	Arranged – 16 visiting / guest lecturers for the students. .

** Attached the Academic Calendar of the year as 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

Local Management Committee (LMC) statutory body has approved AQAR and instructed for strengthened our weaknesses in the year 2014-15.

Part – B

Criterion – 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	Nil	Nil	Nil	Nil
PG	02 Nos	Nil	Nil	Nil
UG	02 Nos	Nil	Nil	Nil
PG Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	Nil	08 Nos	Nil	Nil
Others	Nil	Nil	Nil	Nil
Total			Nil	Nil
Interdisciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	04 Nos
Trimester	Nil
Annual	Nil

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

Mode of feedback :Online Manual Non-operating schools (for PEI)

*Attached an analysis of the feedback in the Annexure (Annexure II – Parents Feedback , Annexure III – Employers Feedback , Annexure IV- Students Feedback)

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

Basic Conceptual theory included in the syllabi i.e. Cost Accounting and more in-depth studies are involved in the syllabi.

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
	08 Nos	07 Nos	Nil	01 No	Nil

2.2 No. of permanent faculty with Ph.D.	04 Nos
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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
	01 No	--	--	--	--	--	05 CHB	--	--	--

2.4 No. of Guest and Visiting faculty and Temporary faculty	16 Nos	04 Nos	05 Nos
---	--------	--------	--------

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02 Nos	27 Nos	04 Nos
Presented papers	02 Nos	27 Nos	04 Nos
Resource Persons	Nil	01 No	Nil

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

Power Point Presentations., Group Discussion, Video Films, Field/ Industrial Visit, Role Play Method. Mock Interview, and Paper Presentation in Seminar / Conference by students.

2.7 Total No. of actual teaching days during this academic year (Attached the Annexure V)	208 days
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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)	Open Book Examination of F.Y.B.A. & F.Y.B.Com (99 Nos), Double Valuation 10 Nos , Photocopy- 01 No.
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2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop	Nil	Nil	06 Nos
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2.10 Average percentage of attendance of students

77%

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
F.Y.B.A.						
SEM –I	48	Nil	4.17	14.58	4.17	47.92
SEM-II	48	2.08	12.5	27.08	22.92	2.08
S.Y.B.A.						
SEM-III	51	Nil	29.41	50.98	Nil	Nil
SEM-IV	51	11.76	50.95	27.45	3.92	1.96
T.Y.B.A.						
SEM-V	47	Nil	12.77	31.94	Nil	Nil
M.A.						
SEM – I	10	Nil	Nil	Nil	70.00	Nil
SEM - III	10	Nil	Nil	Nil	50.00	Nil
F.Y.B.COM.						
SEM-I	88	1.14	6.82	36.36	7.95	Nil
SEM-II	88	Nil	11.36	38.64	6.82	Nil
S.Y.B.COM.						
SEM-III	62	Nil	9.68	48.39	Nil	Nil
SEM-IV	62	Nil	22.58	66.13	4.84	Nil
T.Y.B.COM.						
SEM-V	51	Nil	3.92	13.17	13.73	1.96
M.Com.						
SEM – I	08	Nil	Nil	12.5	Nil	Nil
SEM - III	06	Nil	Nil	Nil	Nil	Nil

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

- 1) IQAC prepares the time table for innovative teaching and learning process.
- 2) IQAC monitor on the implementation of time table.
- 3) IQAC evaluates teaching, learning processes through feedback and TQM.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01 No
UGC – Faculty Improvement Programme	Nil

HRD programmes	Nil
Orientation programmes	04 Nos
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	Nil
Others	03 Nos

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	08	Nil	Nil	Nil
Technical Staff	--	Nil	Nil	Nil

2.15 Additional Information:

Two persons from administrative Staff have been attended two days UGC sponsored state level seminar w.e.f. 24/04/2015 and 25/04/2015 on topic “College Administration and personality enhancement” of administrative staff, which was held by CKT College at Panvel.

Criterion – III

3. Research, Consultancy and Extension

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

- ❖ IQAC promotes research by conducting regular meetings of research committee.
- ❖ IQAC proposes to organize seminar / conference on new trends in research.
- ❖ IQAC encourages inter disciplinary research.
- ❖ IQAC promotes research climate amongst students through paper presentation.
- ❖ Website for IJARSC is developed and proposal is sent to ISSN for approval of our own journal

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02 Nos	02 Nos	--	--
Outlay in Rs. Lakhs	0.55	0.46	--	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	--	--	--
Non-Peer Review Journals	--	--	--
e-Journals	01	01	--
Conference proceedings	02	14	--

3.5 Details on Impact factor of publications: Nil

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	Nil	Nil	Nil	Nil
Minor Projects (University)	2014-15	University of Mumbai	46000	46000
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students research projects	Nil	Nil	Nil	Nil

<i>(other than compulsory by the University)</i>				
Any other(Specify)	Nil	Nil	Nil	Nil
Total				46000

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- Nil

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution:

Level	International	National	State	University	College
Number	-	05 Nos	-	-	-
Sponsoring agencies	-	College	-	-	-

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

3.13 No. of collaborations: Nil International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs: 0.27.

From funding agency From Management of University/College
Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

3.17 No. of research awards/ recognitions received by faculty and research fellows

Of the institute in the year: **Nil**

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

3.18 No. of faculty from the Institution who are Ph. D. Guides

01 No

and students registered under them

04 Nos

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

01 Nos

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

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: **Nil**

University level State level
National level International level

3.23 No. of Awards won in NSS: **Nil**

University level State level
National level International level

3.24 No. of Awards won in NCC: Nil

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="08 Nos"/>	College forum	<input type="text" value="23 Nos"/>
NCC	<input type="text" value="--"/>	NSS	<input type="text" value="15 Nos"/>
		Any other	<input type="text" value="04 Nos"/>

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

- Rice plantation workshop
- Agricultural Workshop
- Tree Plantation
- “Sadbhavana saptaha”
- “Swachata Aabhiyan”
- Aids awareness
- Women’s Empowerment
- Anti superstition programme
- Anti addiction programme
- Environmental Awareness Programme
- Social Survey
- Save Electricity
- Communal Harmony
- Scientific Approach
- Legal literacy
- Disaster Management
- Water literacy
- Industrial Visit
- Street Play

- Voters awareness
- *Savindhan deevas*
- *Jatpanchayat Virodhi* Campaign

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	01	0	Institution	01
Class rooms	08	0	Institution	08
Laboratories (Computer Lab)	01	0	Institution	01
Seminar Halls	01	0	Institution	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	40	11	-	51
Value of the equipment purchased during the year (Rs. in Lakhs)	6.3	0.22	-	6.52
Others				
• Open Air Theatre	01			
• Audio - Video Room	01	0		
• Teachers Common Room	01			
• Common Room for Boys	01			
• Common Room for Girls	01			
• Library & Reading Room	02			
• College Office	01			
• Examination	01			
• NSS	01			
• Sanitary Arrangement for Boys, Girls & Staff	03			
• Canteen	01			
• Assembly Hall	01			
• Principal Cabin	01			
• Co-operative Store	01			
• Gymnasium	01			
• Sports room/ Indoor game	01			
• Play ground	01			
			Institution	21

4.2 Computerization of administration and library

- Digital Library
- LAN of Office & Examination
- Use of Library Management Software (e- Granthalaya) for Library Automation

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	1714	239255	512	83793	2226	323048
Reference Books	2683	367923	300	51195	2983	419118
e-Books	INFLIBNET NLIST Database (51000 + e-Books)					-
Journals	8	4580	10	7870	18	12450
e-Journals	INFLIBNET NLIST Database (6000 + e- Journals)					
Digital Database	NLIST	5000	NLIST	5000	NLIST	10000
CD & Video	43	2025	30	800	73	2825
Others(Specify)						
Magazine	15	5555	15	6190	15	11745
News Papers	07	9600	7	10080	7	19680

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others Library
Existing	19	7	1	3	0	3	2	3
Added	0	0	0	0	0	0	0	0
Total	19	7	1	3	0	3	2	3

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

- IT related Orientation Course completed by one Professor (Prof. Kuntewad D.U.)
- Completed Basic Studies in Computer Application course by 20 Students
- Completed Tally course by 10 students

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.36
ii) Campus Infrastructure and facilities	0.17
iii) Equipments	0.32
iv) Others	0.00
Total :	0.85

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC supports to display prospectus on notice board and make available into the library.
- IQAC motivates students to make use of library, sports facilities and earn & learn scheme.
- IQAC initiate students to participate in various committees and forums of the college.

5.2 Efforts made by the institution for tracking the progression

- Student progression extracts by comparing their percentage of previous year to current year percentage.
- Two extra lectures per week to average learners.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
371	45	Nil	Nil

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%	Women	No	%
	216	52		200	48

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
77	68	19	161	02	357	78	68	21	178	04	371

Demand ratio Nil Dropout 15%

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

- One day workshop organized to promote students to offer competitive careers.
- Magazine / books and study materials of competitive exam made available in library.
- General knowledge test is organized for selective students.

No. of students beneficiaries

69 Nos

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

- College has developed a cell of TQM, the counseling and career guidance is carried out under TQM. Each teacher works as Mentor for 40 to 50 students.

No. of students benefitted

178 Nos

5.7 Details of campus placement: Nil

<i>On campus</i>			<i>Off Campus</i>	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed	
Nil	Nil	Nil	41 Nos	

5.8 Details of gender sensitization programmes

- "Nate Maitreche" Special Lecture for girls students have been arranged.
- Aids awareness campaign to girls' students.
- Special lecture conducted on NSS residential Program.

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	12	12,000
Financial support from government	90	5,00,000
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives Nil

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: No Major Grievances

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: “Exploration of Youth Strength for the Nation Building”

- Mission:**
1. Persuasion of academic excellence.
 2. Inculcation of scientific attitude, rational thinking and human values.
 3. Development of personality through soft skills, Spoken English and competitive careers.
 4. Development of competent graduates having capabilities for placement and social commitment.
 5. Value addition through certificate/diploma courses.
 6. Uplifting of girls through women empowerment programme.

6.2 Does the Institution have a management Information System: Yes.

The following MIS Software’s are available:

- Microsis Software for Examination department.
- E-granthalaya Software for library.
- D-space software is used for digital library.
- MKCL portal of Mumbai University is used for enrolment of students.
- All India Survey of Higher Education(AISHE)

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

6.3.1 Curriculum Development

- ❖ Curriculum of eight certificate courses were developed by faculties
- ❖ These courses of three to six months duration.
- ❖ These courses are implemented in the college and approximately 20 students have participated at least in one course.

6.3.2 Teaching and Learning

- ❖ Time table for innovation teaching and learning process.
- ❖ IQAC monitor on implementation of time table.
- ❖ IQAC evaluate teaching, learning process through feedback and TQM.

6.3.3 Examination and Evaluation

- ❖ Open Book Examination, Double Valuation, Photo copies of answer books, Revaluation and verification.

6.3.4 Research and Development

- ❖ IQAC promotes research by conducting regular meetings of research committee.
- ❖ IQAC proposes to organize seminar / conference on new trends in research.
- ❖ IQAC encourages inter disciplinary research.
- ❖ IQAC promotes research climate amongst students through paper presentation.

6.3.5 Library, ICT and physical infrastructure / instrumentation

❖ **Digital Library**

D- Space Software have been used for Digital library . Soft copies of research article, question papers & photograph in pdf , jpg and word file format are uploaded in the software. User can uses search keyword to access these article in offline mode.

❖ **Book Review Competition**

Book review competition organised in the college . Students asked to write book review of any reference book and dictate in the competition . Because of dictation all students came to know about this book. Thus students are getting experience of knowledge without reading books. For more information they can refer book in the library.

❖ **Book Bank Facility**

One set of text book of all subject have been given to students for one semester under book bank scheme . This scheme have been implemented for all classes of Arts and Commerce stream. During year 2014 – 2015 , 67 students taken benefit of book bank scheme.

6.3.6 Human Resource Management

- ❖ Lecture / Training programmes are organised once in two months by Staff Academy for teaching faculty. This year such 5 lectures were organised.

6.3.7 Faculty and Staff recruitment

- ❖ As per University / state government rules / norms. This year 01 full time teacher and 05 CHB teachers are continued.

6.3.8 Industry Interaction / Collaboration

- ❖ Student industrial tour was conducted this year at J & K Nuts Industry, Mangaon . Total 62 students were visited to the industry.

6.3.9 Admission of Students

- ❖ Teaching and non-teaching staff visit door to door in nearby more than 20 to 25 villages to create awareness amongst XII pass students for admission to UG and PG Courses.
- ❖ Counselling of students by admission committee.

6.4 Welfare schemes for

Teaching	Personal Accidents Insurance Scheme and Book bank Scheme by University.
Non teaching	Personal Accidents Insurance Scheme.
Students	Poor fund for student. Scholarship and Free ship by NGO, Earn and Learn Scheme, Book bank scheme for students.

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	Yes (Proposed)	Peer Team Committee	Yes	IQAC
Administrative	No	--	Yes	IQAC

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?

- ❖ 75:25 marking pattern and semester system are carried by University.
- ❖ CBGS System is applied by the University

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

N.A.

6.11 Activities and support from the Alumni Association- No

6.12 Activities and support from the Parent – Teacher Association

- ❖ No Parent Teacher Association held but feedback collected from parents through students.
- ❖ Feedback collected from Parents.

6.13 Development programmes for support staff

Non-teaching staff attended Work-shop.

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

- ❖ Tree Plantation in proposed 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.

- Study circles in the following subjects established: Political Science, Economics, Geography and Marathi.
- Certificate / Add on courses organised.
- National Seminar conducted.
- “*Jaat Panchayat Virodhi*” Workshop conducted.
- Total Quality Management Program carried out for improvement of quality.
- Degree Convocation Programme conducted in college level.

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

Plan	ATR (Action Taken Report)
<ul style="list-style-type: none">• Plan of establishment of Study circles in every departments .• Plan for Certificate / Add on courses• Planning of Organising National Seminar• Plan for Anti - superstition program• Planning of Total Quality Management Program .• Plan for Second year Post Graduate Program.	<ul style="list-style-type: none">• Study circles in the following departments established: Political Science, Economics, Geography and Marathi.• 08 Certificate / Add on Courses are developed by the college staff• National Seminar Conducted : 05 Nos.• Lecture on “Scientific Approach” was organised . “<i>Jat Panchayat Virodhi</i>” district level workshop conducted: Participation 84 Nos.• Total Quality Management program carried out and mentor system is followed for improvement of students quality.• Second year of Post Graduate Program M.A.

<ul style="list-style-type: none"> • Plan for “Late Prabhakar Deshmukh” Intercollegiate Debate Competition. • “Late Dr. Prabhakar Joshi” Intercollegiate Elocution competition planned. • Any Other 	<p>Political Science and M.Com .Accountancy Commenced</p> <ul style="list-style-type: none"> • “Late Prabhakar Deshmukh” intercollegiate Debate Competition conducted in Jan 2015.Successively for third year • Next year in Jan. 2016 “Late Dr. Prabhakar Joshi” Intercollegiate Elocution Competition will be taken from Academic year 2015-2016. • Degree Convocation Programme conducted at college level.
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7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

**Attached the details in annexure*

<ul style="list-style-type: none"> • “Anti-superstitious and anti-addiction Programs carried out. . (Annexure VI) • Total Quality Management programme conducted for students . (Annexure VI I)

7.4 Contribution to environmental awareness / protection

<ul style="list-style-type: none"> • Participated in Disaster Management Programme at Taluka Level.
--

7.5 Whether environmental audit was conducted? Yes

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

Strengths-

- UGC has recognized the college under 2f and 12B
- Organized National Seminar by five department
- Developed Study Circles in five departments.
- Pursuing Minor Research Projects.
- Percentage of SC/ST/OBC Category students.
U.G. - S.C. – 18.33 % S.T. – 5.66 % , OBC- 47.98 %
P.G. – S.C. – 12.77 % , S.T. – 8.51 % , OBC – 53.19 %
- Evaluation System of students is very transparent.
- One of the teachers in Commerce has recognized as P.G. Teacher.
- Library with adequate stacking facilities.
- Most of our alumni are spread throughout Maharashtra and one of our alumni is in UAE.
- Agricultural workshop with stakeholders.

Weaknesses-

- Not able to provide consultancy to industry.
- Absence of Campus Recruitment
- High Drop-out Rate (17 %)
- Students afraid of communication skills
- Inadequate infrastructure and ICT facilities
- Support Services are inadequate
- Not yet established Research Centre

Opportunities:

- Apart from tradition courses college should offer BMS, BMM and BCA
- Post Graduate Courses in different subject
- Short Term Courses / Career Oriented Courses
- Professional Courses
- To improve sharpness in socially backward students

Challenges :

- Maintaining /fulfilling strength of sanctioned divisions
- To sharpen the students in soft skills while teaching and adding extra efforts
- To design innovative, appropriate and job-oriented add-on courses
- Challenge of raising funds for construction of new and well equipped building in leased land.

8. Plans of institution for next year

1. Academic audit
2. Environmental audit
3. Major research proposal.
4. Group Project through ICSSR funding.
5. Industry linkage program.



Name Dr. Diwakar Dhondu Kadam

Signature of the Coordinator, IQAC



Name Dr. Rajendra D. Kankariya

Signature of the Chairperson, IQAC

Academic Calendar for the year 2014-15

Term I (9 June 2014 to 17 Oct 2014)

Sr. No.	Week/Month	Activity
1	9 June 2014	Date of commencement of First Term
2	18 June 2014	Commencement of F.Y, S.Y, T.Y.B.A & F.Y, S.Y, T.Y.B.Com Classes
3	3 Week of June 2014	Teaching Begins for the First Term
4	1 July 2014	Commencement of PG Classes
5	1 st Week of Aug. 2014	Internal Test
6	3 rd and 4 th Week of August 2014	Student Feedback on Teaching
7	2 nd Week of August 2014	Term and exam for F.Y & S.Y
8	17 Oct 2013	Date of Conclusion of First Term

Term II (10 Nov 2014 to 30 Apr 2015)

Sr. No.	Week/Month	Activity
1	10 th November 2014	Date of commencement of second Term Teaching
2	25 th December 2014	Study Tours/Excursion
3	January 2015 1 st Week	Cultural week & sports weeks
4	4 th week of January 2014	Internal test

Sr. No.	Week/Month	Activity
5	1 st week of Feb. 2015	Student feedback on Teaching
6	1 st week of Mar 2015	Semester Exam
7	30 th April 2014	Date of Conclusion of the second Term

Post Graduate:-

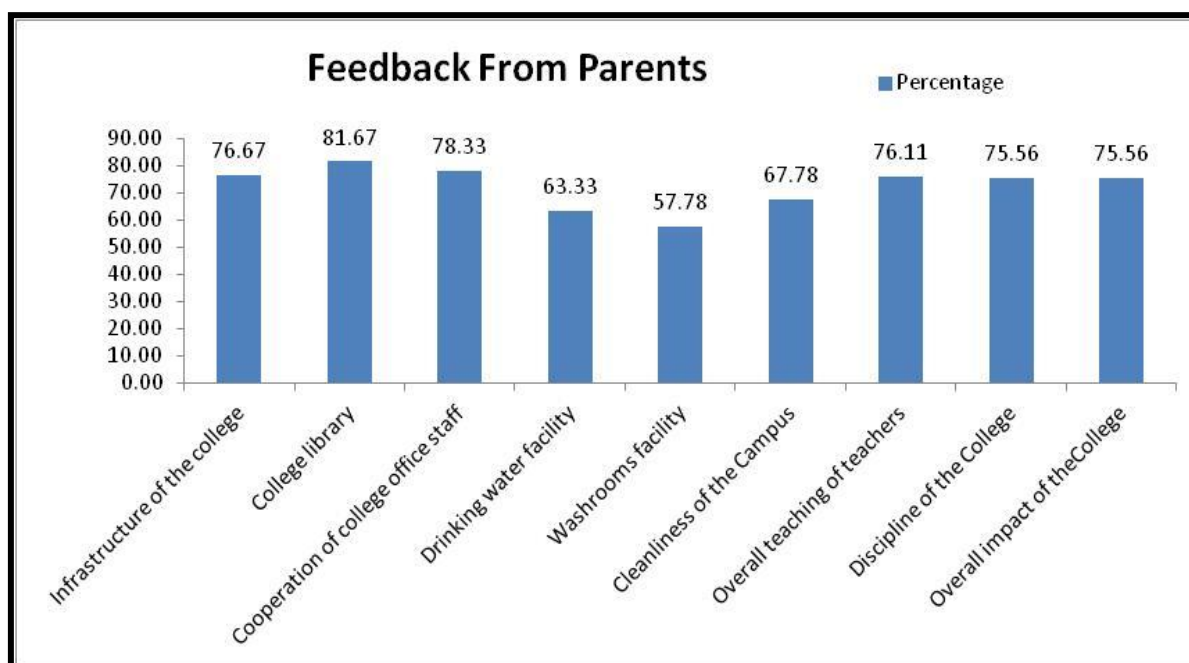
Date of commencement of Term I	1 st July 2014
Date of conclusion of Term I	14 th Dec 2015
Date of commencement of Term II	1 st Jan 2015
Date of conclusion of Term II	15 th May 2015

Note:-

1. Date of commencement of first Term and second term for Undergraduate and post graduate Courses have been declared by the University of Mumbai
2. The Principal can make necessary change in the academic Calendar as per requirement.

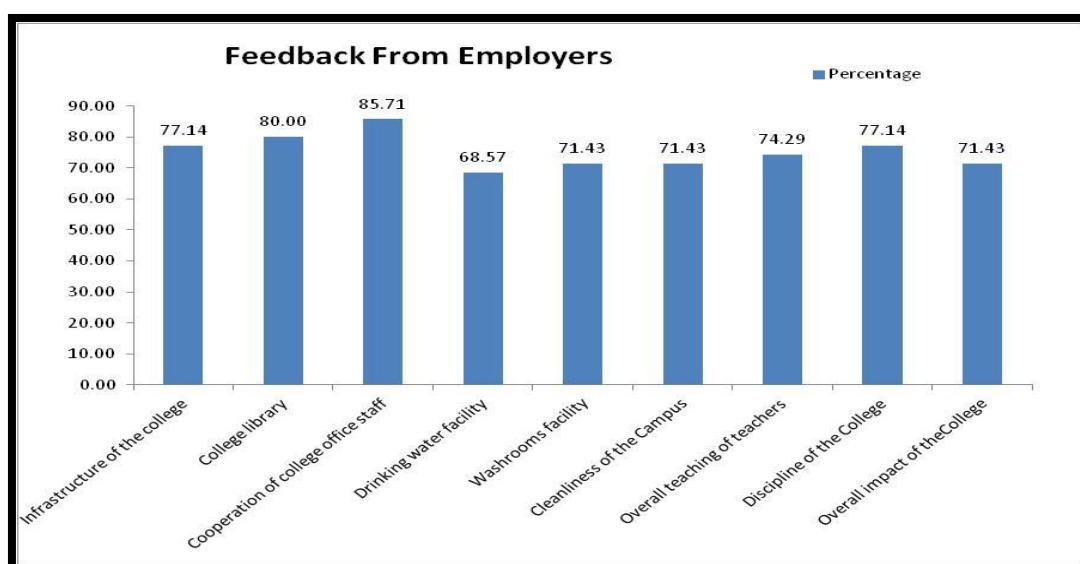
Report of Parents Feedback

- The feedback forms have been distributed to most of the Parents.
- Feedback form contains Nine parameters of evaluation such as Infrastructure of the college, College library, Co-operation of college office staff, Drinking water facility, Washrooms facility, Cleanliness of the Campus, Overall teaching of teachers, Discipline of the College and Overall impact of the college.
- Parents can choose on five point scale such as excellent (5) , Very Good (4) , Good(3) , Satisfactory (2) and not Satisfactory(1) while filling the form
- Collected forms are assessed and analysed.
- The analysis of feedback for the year 2014-2015 revealed that parents have appreciated teaching, office work, library with more than 75 % weightage. At the same time parents have pointed out about quality of washrooms, drinking water and cleanliness indicating weightage below 70 %. The institute will take care of all these facts in the year 2015.
- Graphical Analysis of Parents feedback are as follows -



Reports of Employer Feedback

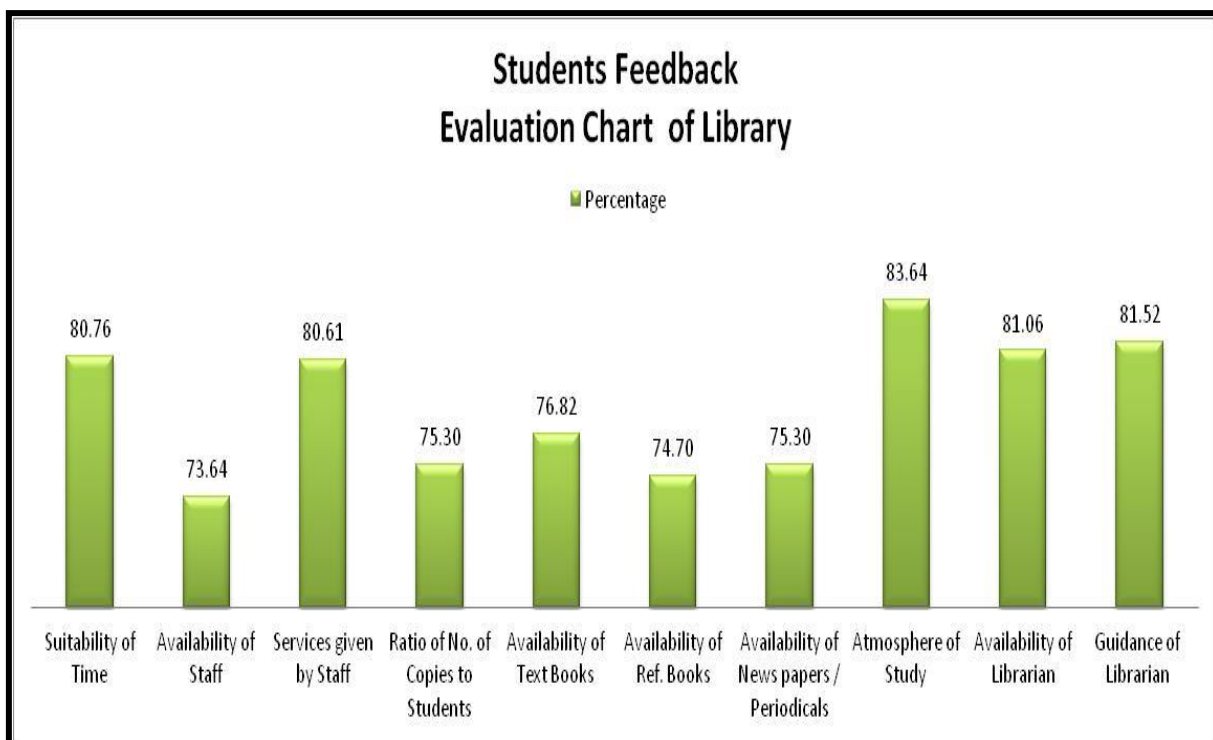
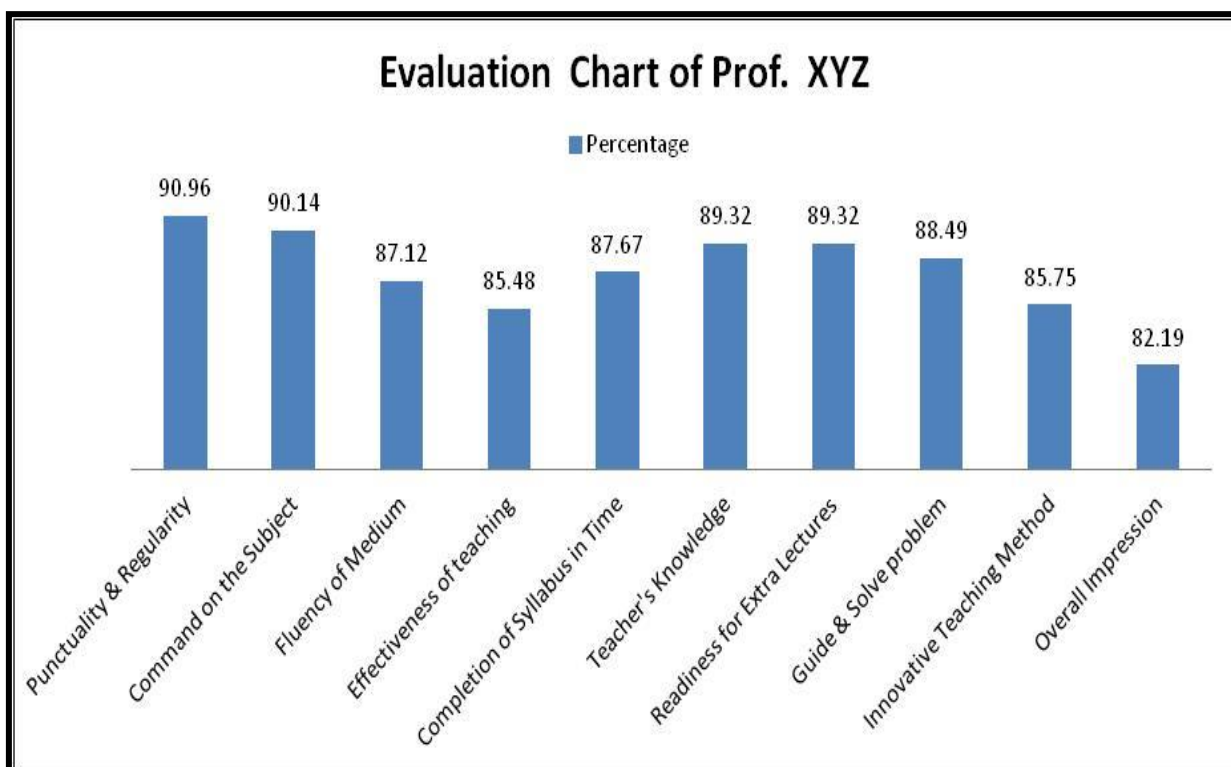
- The feedback forms have been distributed to all Employer.
- Feedback form contains Nine parameters of evaluation such as Infrastructure of the college, College library, Co-operation of college office staff, Drinking water facility, Washrooms facility, Cleanliness of the Campus, Overall teaching of teachers, Discipline of the College and Overall impact of the college.
- Employers can choose on five point scale such as excellent (5) , Very Good (4) , Good(3) , Satisfactory (2) and not Satisfactory(1) while filling the form
- Collected forms are assessed and analysed.
- The analysis of feedback for the year 2014-2015 found that the employers have admired college library, co-operation of Office staff and discipline of the college with above 75 % weight age whereas like parents feedback , employers are not satisfied by water, wash room and cleaning facilities. Their graphical Analysis is as follows -

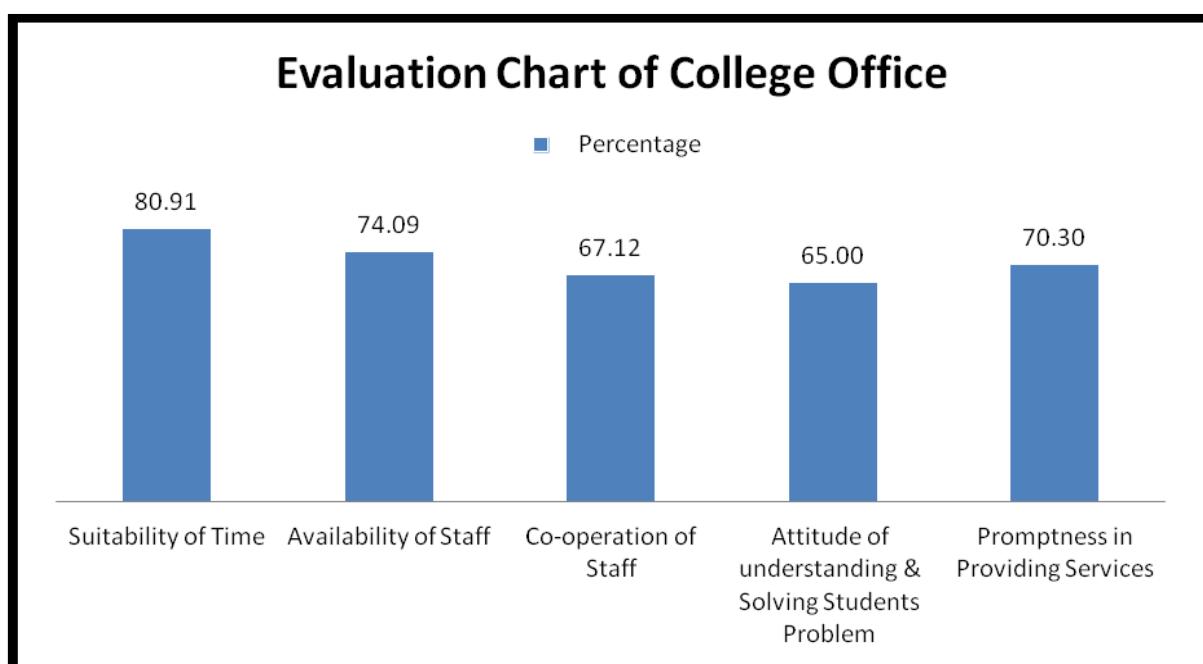
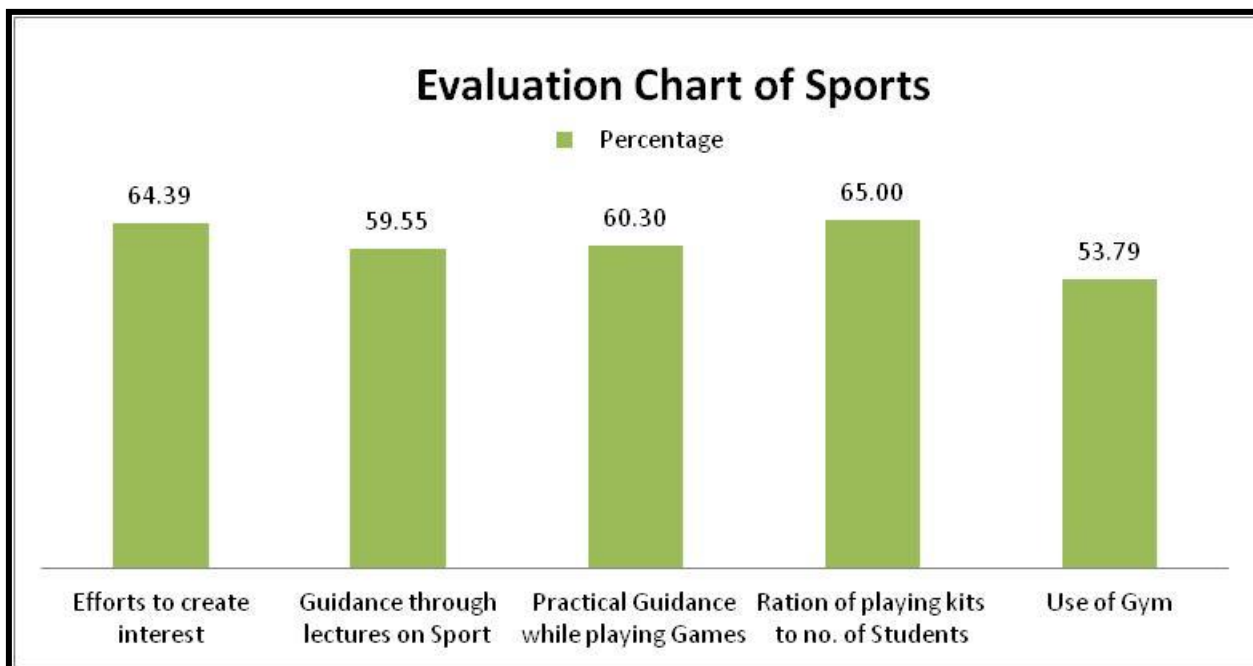


Report of Students Feedback

- Feedback of student has been a routine practice of IQAC . The feedback form have been distributed to all students during counselling about each and every points included in the form. Students will be asked to take their own decision while filling form and deposit in the library.
- Feedback form contains ten parameters of teachers evaluation such as punctuality & regularity , command over the subject , fluency of medium , understanding & effectiveness of teaching , completion of syllabus in time , teachers knowledge about applications of the subject , readiness for extra lectures , willingness to guide students , use of innovative teaching methods and overall impression etc. It also contains parameters related to each departments, committees & services such as library, computer centre, sports , office, examination, discipline and campus cleanliness .
- Students can choose five point scale such as excellent (5) , Very Good (4) , Good(3) , Satisfactory (2) and not Satisfactory(1) while filling the form
- Collected forms are assessed and analysed.
- The results are discussed with the Principal, wherever improvement is needed, an interaction meeting is organized along with the staff to discuss the feedback to seek improvement in teaching. Efforts taken by teachers to enhance the quality of their teaching are also appreciated.
- The analysis of feedback for the year 2014-2015 revealed that overall efforts made on teaching in classroom and method of teaching have been appreciated by the students.
- Sports department found weak performance to create interest among students. Lectures , Practical guidance , use of gym and ratio of playing kits to no. of students are not comfortable according to needs of students

Graphical Analysis of Some Students feedback samples are as follows -





Working / Teaching Days (Undergraduate)

Month	Sundays	Holidays	Working Days	Teaching Days	Exam Days	Total Days
June	5	6	19	19	08	30
July	4	1	26	26	0	31
August	5	2	24	20	04	31
September	4	0	26	26	00	30
October	4	14	13	3	10	31
November	5	7	18	18	13	30
December	4	1	26	19	10	31
January	4	1	26	26	00	31
February	4	2	22	18	04	28
March	5	3	23	23	10	31
April	4	3	23	10	13	30
May	5	26	0	0	11	31
Total	53	66	246	208	83	365

Working / Teaching Days (Post graduate)

Month	Sundays	Holidays	Working Days	Teaching Days	Exam Days	Total Days
July	4	1	26	26	00	31
August	5	2	24	20	00	31
September	4	0	26	26	04	30
October	4	14	13	13	00	31
November	5	7	18	18	13	30
December	4	1	26	19	04	31
January	4	1	26	26	00	31
February	4	2	22	18	00	28
March	5	3	23	23	04	31
April	4	3	23	0	08	30
May	5	26	0	0	09	31
Total	53	66	227	189	42	365

Note- The above tables indicate only a calculation of available working and teaching days, as per UGC/University guidelines. However, they are subject to change with respect to details as per the guidelines.

Best Practice-I

“Anti-superstition and Anti-addiction Programme”1. Title of the Practice-

Anti-superstition and Anti-addiction Programme

2. Goal-

The goals are as follows:

- a. To create scientific approach among students.
- b. To aware the students about bad effect of addiction.

3. The Context-

We conducted orientation programme for students, one day district level workshop for society. Anti-superstitious experiments, rallies, various street plays, essay writing competitions, group discussion etc.

4. The Practice-

To create scientific approach and anti-addiction behaviour between students and society. college takes various programmes mostly through extension activities as mentioned in context.

5. Evidence of Success-

Message through street play was given on 31st Dec 2014 as an anti-addiction day. In this programme 50 students were involved. Organized District Level one day workshop of “*Jaat Panchyat*” on 18th Jan 2015. Lecture on “Scientific Approach” was organised on 14th August 2014. Prepared questionnaire on addiction and superstition and got it filled by native of Kuda village . Total 123 questionnaire were collected from villagers. Among these questionnaire 87 women and 36 male were found. Analysis of questionnaire revealed that habit of addiction of tobacco, liquor and cigarette smoking found in male as well as female. Each month most of the people expense 100 to 500 rupees on addiction . Many People have not tried to come out from addiction. To solve their problem 80 % people use the way of superstition remedies .

6. Problems Encountered and Resources Required- In society, there are so many types of superstition .Most of the people are also addicted. So it is a need to create scientific approach in society continuously. The college is

planning to develop a cell, which will counsel and guide victims of superstition and addictions under UGC development scheme.

Best Practice II

Total Quality Management Programme (TQM)

1. Title of the practice:

To find out difficulties encountered by the students and improve academic and co-curricular activities of students best practice implemented in college is “Total Quality Management Programme”.

2. Goal:

The aim of this practice is to solve each and every problem faced by students in their college tenure related to academics, family and psychological .

3. Content:

To know personal, academic, social and psychological problems encounter and give them to suggestions .

4.The practice:

One of the teacher is assigned the mentorship for 30 to 40 Students .Each mentor provides TQM form to adopted student. This form includes information of academic, social, personal achievements and problems. Mentoring teacher takes meetings of adopted students separately and guiding to fill up the form. If any student has a problem related to study or personal psychological, economical, physical then after observing student, teacher advises him/her and try to solve the problem. If not possible then He / She is referred to doctor for medical assistant for counselling. This type of counselling makes teacher student interaction healthy.

5.Evidence of Success.

During year 2014-2015 , 108 students from commerce faculty and 70 students from arts faculty were accessed by five teachers who have worked as mentors. Students minor problems are resolved by counselling. Motivational and positive thinking lectures were arranged during NSS camp and in the college on various occasions. Five students are referred to doctor for health and fitness problems. Individual personal interaction of students and mentor helps to explore problems of the students.

General Observations –

- Maximum parents are residing and working at Mumbai / other cities.
- Physical problems found in students i.e. stomach ache, headache etc due to negligence or unawareness of health.
- Some students facing financial problem.
- Some parents being addict, students have worries about their future.
- Some students are found under depression.

6 .Problem encountered and resources required:

- While analyzing TQM form or while discussing with students its always not possible to know the each and every problem of each students. Most of the students come from economical backward and rural area therefore they are reluctant to disclose their problems. Even then, we tried our level best to reach every student through TQM. We have also helped some students from poor fund, give also employment opportunity under Earn and Learn Scheme.