

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

**MHCOGNI5896**

**A.Q.A.R.**

**FOR THE YEAR**

**2015-2016**

**The Annual Quality Assurance Report (AQAR) of the IQAC  
For the academic year 2015-2016**

**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

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State

Maharashtra

Pin Code

402111

Institution e-mail address

dgtcollegetala1@yahoo.co.in

Contact Nos.

02140269575

Name of the Head of the Institution:

Dr. Pandurang Baburao Landage

Tel. No. with STD Code:

02140269575

Mobile:

9421139203

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/aqar2015-16 .pdf

1.5 Accreditation Details

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

1.6 Date of Establishment of IQAC:

DD/MM/YYYY

17 July 2013

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

2015-16

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:- **31 July 2015**\_\_\_\_\_ (DD/MM/YYYY)  
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)

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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	06 Nos		
2.11 No. of meetings with various stakeholders:	No.	02 Nos	Faculty 04 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 two Certificate courses in the college for students.
- ❖ Teachers participated in international, national, conference, workshops, seminars & symposia.
- ❖ Arranged one National Level seminar in the College.
- ❖ Arranged "Jatpanchayat Virodhi" Workshop.
- ❖ Carried out Academic Audit.

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	Reorganisation has received.
Starting of Certificate Courses	Started two Certificate Courses for students

National Seminar/ Conference	Organised One 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.
Development of English Communication.	Staff Academy conducted lectures of series for the same.
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 this academic year the Academic audit has carried out.
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 2016-17.

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## 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
Ph.D.	Nil	Nil	Nil	Nil
P.G.	02 Nos	Nil	Nil	Nil
U.G.	02 Nos	Nil	Nil	Nil
P.G. Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	Nil	02 Nos	Nil	Nil
Others	Nil	Nil	Nil	Nil
<b>Total</b>			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 ss(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.

Yes, Geography and Marathi Subject syllabus have been revised. In depth studies have been involved in the syllabi to bridge the gap between practical and theoretical concept in globalization era as well as new concept have been introduced to developed the language user friendly.

##### 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
	09 Nos	08 Nos	Nil	01 No	Nil

2.2 No. of permanent faculty with Ph.D. 06 Nos

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	--	06	--

2.4 No. of Guest and Visiting faculty and Temporary faculty 04 Nos 08 Nos 05 Nos

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	00 Nos	44 Nos	02 Nos
Presented papers	00 Nos	30 Nos	02 Nos
Resource Persons	Nil	03 No	Nil

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

Study Circles, 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**) 210 days

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) Provision has been made for Open Book Test, Double Valuation (02 Nos) , Photocopy- (01 No).

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 01 No Nil Nil

2.10 Average percentage of attendance of students

80 %

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	49	Nil	Nil	12.25	Nil	Nil
SEM-II	49	Nil	8.16	28.57	4.08	2.04
S.Y.B.A.						
SEM-III	36	Nil	27.78	47.22	2.78	Nil
SEM-IV	36	2.78	22.22	41.67	8.33	Nil
T.Y.B.A.						
SEM-V	47	Nil	8.51	42.55	4.26	Nil
SEM-VI	43	Nil	20.93	55.81	9.30	Nil
M.A.						
SEM – I	34	Nil	14.71	70.59	Nil	Nil
SEM - III	27	Nil	18.52	37.04	18.52	7.41
F.Y.B.COM.						
SEM-I	100	Nil	6.00	38.00	2.00	1.00
SEM-II	100	Nil	2.00	29.00	16.00	6.00
S.Y.B.COM.						
SEM-III	58	5.17	44.83	22.41	1.72	Nil
SEM-IV	58	1.72	13.79	46.55	5.17	Nil
T.Y.B.COM.						
SEM-V	64	Nil	1.58	7.81	12.5	23.44
SEM-VI	58	1.72	10.34	86.21	1.72	Nil
M.Com.						
SEM – I	07	Nil	28.56	42.84	14.28	Nil
SEM - III	03	Nil	Nil	33.33	66.67	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.
- 4) Academic Audit has been carried out in the academic year 2015-16

### 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	02 Nos
Faculty exchange programme	01 No
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	Nil
Others (Short Term)	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:

## 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 promote Special Leave for research activities.
- ❖ IQAC promotes projects climate to P.G. level students.
- ❖ IQAC initiated Minor research projects for submission to UGC

#### 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	01 Nos	01 No	--
Outlay in Rs. Lakhs	0.46	0.25	--	--

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	--	--	--
Non-Peer Review Journals	--	--	--
e-Journals	01	01	--
Conference proceedings	02	30	--

#### 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)	2015-16	University of Mumbai	25000	25000
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				25000

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	-	01 No	-	-	-
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  
and students registered under them

01 No

04 Nos

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

02 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: **01 No.**

University level  State level   
National level  International level

3.24 No. Of Awards won in NCC: Nil

University level	-	State level	-
National level	-	International level	-

3.25 No. of Extension activities organized

University forum	08 Nos	College forum	23 Nos
NCC	--	NSS	15 Nos
		Any other	21 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
- Unique Code Training Workshop
- Investment Awareness Workshop
- Haemoglobin Checkup
- Blood Donation
- Consumer Guidance Workshop



## 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.	51	18	-	69
Value of the equipment purchased during the year (Rs. in Lakhs)	6.52	1.697	-	8.217
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

- Implementation of Principal 9 College Office Automation Software
- Implementation of Result 9 Software for College Exam Result

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2276	323048	425	63645	2701	386693
Reference Books	2983	419118	368	62518	3351	481636
e-Books	INFLIBNET NLIST Database ( 51000 + e-Books )					-
Journals	18	12450	5	5480	17	17930
e-Journals	INFLIBNET NLIST Database ( 6000 + e- Journals)					
Digital Database	NLIST	-	NLIST	5000	NLIST	5000
CD & Video	73	2825	24	3350	97	6175
Others(Specify)						
Magazine	15	11745	13	5830	28	17575
News Papers	07	19680	7	11832	7	31512

#### 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	1	0
Total	20	7	1	3	0	3	3	3

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

- Students enrolled for CCC( Course on Computer Concept )
- Conducted Employability Skill Development Program for Students
- Workshop on Unicode for Students and Teacher

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

i) ICT	0.381
ii) Campus Infrastructure and facilities	0.449
iii) Equipments	0.130
iv) Others	0.890
<b>Total :</b>	<b>1.850</b>

## 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 conducts orientation programme to new comers (antiragging, Sexual harassment)
- IQAC conducts library orientation programme.
- IQAC conducts awareness programme for SC/ST/OBC scholarship.
- IQAC Support Women empowerment cell for their development.
- 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.
- Academic Audit has been carried out for the development of Faculties for student progression.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
359	51	Nil	Nil

#### (b) No. of students outside the state

01 No

#### (c) No. of international students

Nil

Men	No	%	Women	No	%
	226	55		184	45

No	%
184	45

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
78	68	21	178	04	371	98	68	32	187	03	410

Demand ratio Nil Dropout 21%

#### 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

65 Nos

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

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

152 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	Nil

## 5.8 Details of gender sensitization programmes

- Conducted survey for "Women Status in society with reference to TALA taluka.
- Aids awareness campaign to girls' students.
- Special lecture conducted in NSS residential Program.
- Conducted street play on "Jagar Stree shakticha"

## 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	02	1500
Financial support from government	55	3,97,430
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)
- Principal 9 College office automation software.

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

##### 6.3.1 Curriculum Development

- ❖ Curriculum of two 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

- ❖ 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.
- ❖ Institute provides seed money for research purpose to faculty members.

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

#### ❖ **Digital Library**

D- Space Software has 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 use search keyword to access this 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 has been implemented for all classes of Arts and Commerce stream. During year 2015 – 2016, 77 students have 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 recruited and 05 CHB teachers are continued.

### 6.3.8 Industry Interaction / Collaboration

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### 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	Book bank Scheme by University.
Non teaching	Uniform Provided to the Non-teaching staff
Students	Poor fund for student. Scholarship and Free ship by NGO, Earn and Learn Scheme, Book bank scheme for students. Student Group Insurance.

### 6.5 Total corpus fund generated

Nil

### 6.6 Whether annual financial audit has been done

Yes

No



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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Peer Team Committee	Yes	IQAC
Administrative	No	--	Yes	IQAC

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

For UG Programmes      Yes  No

For PG Programmes      Yes  No

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

❖ 75:25 marking pattern and semester system are carried by University for UG and 60:40 marking pattern carried for PG.

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

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6.12 Activities and support from the Parent – Teacher Association

❖ Feedback collected from Parents.

6.13 Development programmes for support staff

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

❖ Tree Plantation in proposed Campus has been carried out.

❖ Fire safety precautionary measures have been initiated.

## 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.
- Economic Literacy Workshop Conducted.
- Unique code Workshop Conducted.
- National Seminar conducted.
- “Consumer Guidance” Workshop conducted.
- Total Quality Management Program carried out for improvement of quality.

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"><li>• Plan of establishment of Study circles in every departments .</li><li>• Planning of Organising National Seminar</li><li>• Plan for Anti - superstition program</li><li>• Planning of Total Quality Management Program .</li></ul>	<ul style="list-style-type: none"><li>• Study circles in the following departments established: Political Science, Economics, Geography and Marathi.</li><li>• National Seminar Conducted : 01 Nos.</li><li>• “Economic Literacy Workshop Conducted” Unique code Workshop Conducted: Participated 84 Nos.</li><li>• District level Poster Making workshop conducted.</li><li>• Total Quality Management program carried out and mentor system is followed for improvement of students’ quality.</li><li>• “Late Prabhakar Deshmukh” intercollegiate Debate Competition conducted in Jan 2015. Successively for Forth year.</li><li>• Next year in Jan. 2016 “Late Dr. Prabhakar Joshi” Intercollegiate Elocution</li></ul>

	<p>Competition conducted in year 2015-2016.</p> <ul style="list-style-type: none"> <li>• Degree Convocation Programme conducted at college level.</li> <li>• State Level Essay Competition Conducted.</li> <li>• Celebrated Dr.B.R. Ambedkar’s 125 th Birth Anniversary year.</li> </ul>
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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"> <li>• “Anti-superstitious and anti-addiction Programs carried out. . <b>(Annexure VI)</b></li> <li>• Total Quality Management programme conducted for students. <b>(Annexure VI I)</b></li> </ul> |
|--|

7.4 Contribution to environmental awareness / protection

- |  |
|--|
| <ul style="list-style-type: none"> <li>• Tree Plantation Programme Carried out.</li> <li>• Eco Village programme conducted.</li> <li>• “ <i>Fatake (Firecrackers) mukt Diwali</i>” Abhiyan Concluded.</li> </ul> |
|--|

7.5 Whether environmental audit was conducted? Yes

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

**Strengths-**

- Submitted Seven Minor Research Projects to UGC WRO
- Two faculties awarded Ph.D.
- One Faculty Registered for Ph.D.
- Four MRP proposal submitted to University of Mumbai.
- One MRP sanctioned by University of Mumbai
- Organized one interdisciplinary National Conference.
- Achieved first rank at Zonal as well as University level competition (poster making and on the spot painting)
- Achieved first rank at UDDAN festival (poster making )
- Achieved first rank at state level in Elocution and Swachata Mitra and Second in debate competition.
- Conducted "*Vyasan Mukti Abhiyan*"
- Submitted National Seminars proposals to UGC WRO.
- Conducted four workshop at college level.
- Carried out Academic Audit through external Peer Team
- Participated Off campus interview at Mangaon.
- Participated Pre-Recruitment Training for Recruitment of Police.
- Participated by faculty members as resource person.
- Participated Faculty Development Programme by Faculty members.
- Published nine books by faculty members.

Weakness:

- Not able to provide consultancy with Industry
- High Drop-out Rate (21%)
- Weak Communication Skill of Students
- Inadequate infrastructure and ICT Facilities.
- Support services are inadequate
- Research Center to be established.

Opportunities:

- To Start PG courses at different subjects
- To start Short Term Courses and Career Oriented courses.
- To conduct / participated administrative training for non-teaching staff.
- To conduct Work-shop through IQAC
- To plan Major / Group Research Project at local level for benefits of stake holder.
- To seek permission for research guide ship.
- To seek permission for PG recognition from university.
- To develop online journal with ISSN.

Challenges:

- Maintaining or fulfilling strength of sanctioned divisions.
- Raising of 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 funding agencies.
5. Industry linkage program.
6. Administrative Audit.



Name **Dr. Diwakar Dhondu Kadam**

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



Name **Dr. Pandurang Baburao Landage**

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

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### Academic Calendar for the year 2015-16

#### Term I (8 June 2015 to 22 Oct 2015)

Sr. No.	Week/Month	Activity
1	8 June 2015	Date of commencement of First Term
2	20 June 2015	Commencement of F.Y, S.Y, T.Y.B.A & F.Y, S.Y, T.Y.B.Com Classes
3	4 Week of June 2015	Teaching Begins for the First Term
4	6 July 2015	Commencement of PG Classes
5	1 <sup>st</sup> Week of Aug. 2015	Internal Test
6	3 <sup>rd</sup> and 4 <sup>th</sup> Week of August 2015	Student Feedback on Teaching
7	01 Week of Oct., 2015	Term and exam for F.Y & S.Y
8	21 Oct 2015	Date of Conclusion of First Term

#### Term II (16 Nov 2015 to 02 May 2016)

Sr. No.	Week/Month	Activity
1	16 November 2015	Date of commencement of second Term Teaching
2	28 <sup>th</sup> December 2015	Study Tours/Excursion
3	January 2016, 1 & 2 Week	Cultural week & sports weeks
4	2 <sup>nd</sup> week of Feb. 2016s	Internal test

<b>Sr. No.</b>	<b>Week/Month</b>	<b>Activity</b>
5	4 <sup>th</sup> week of Feb. 2016	Student feedback on Teaching
6	2 <sup>nd</sup> week of Mar 2016	Semester Exam
7	02 <sup>nd</sup> May 2016	Date of Conclusion of the second Term

**Post Graduate:-**

Date of commencement of Term I	6 July 2015
Date of conclusion of Term I	15 <sup>th</sup> Dec 2015
Date of commencement of Term II	1 <sup>st</sup> Jan 2016
Date of conclusion of Term II	15 <sup>th</sup> May 2016

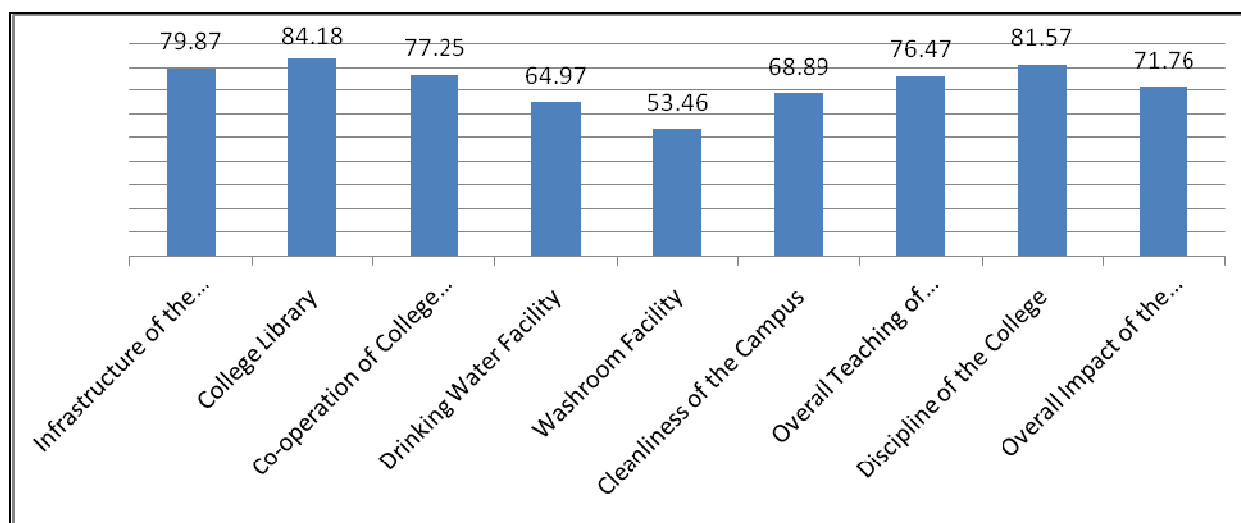
**Note:-**

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.



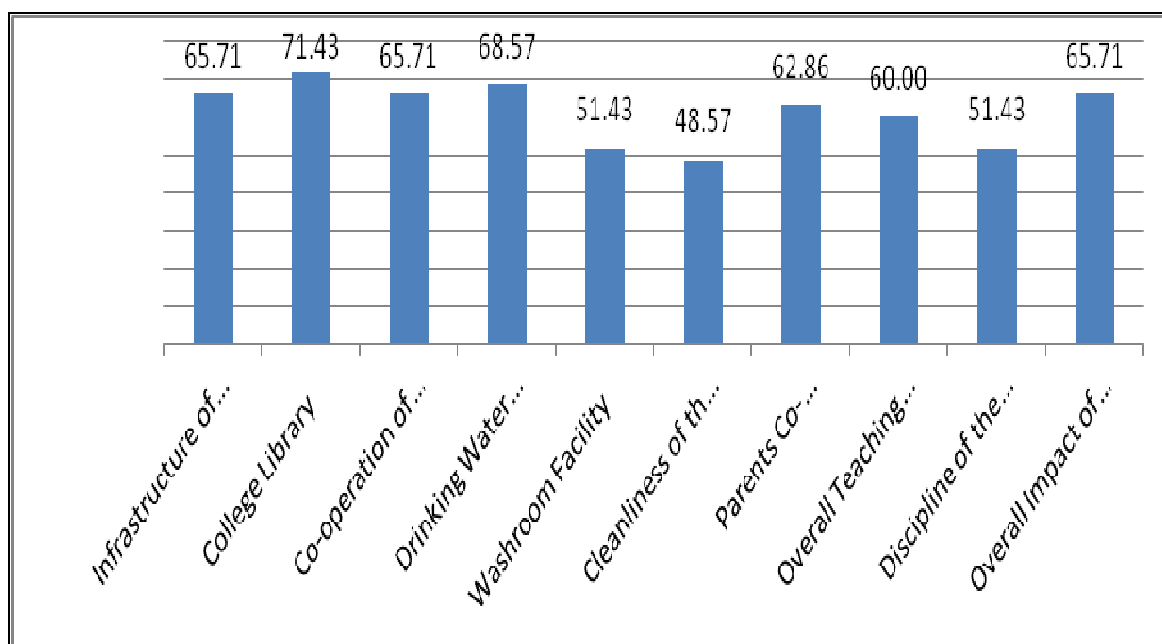
### Report of Parents Feedback

- 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 2015-2016 revealed that parents have appreciated teaching, Co-operation of Office staff, library, discipline of College with more than 75 % weightage. At the same time Parents have pointed out about quality of washrooms, drinking water and cleanliness indicating weightage below 65%. The institute will take Care of all these facts in the year 2016.
- Graphical Analysis of Parents feedback are as follows -



### Reports of Employer Feedback

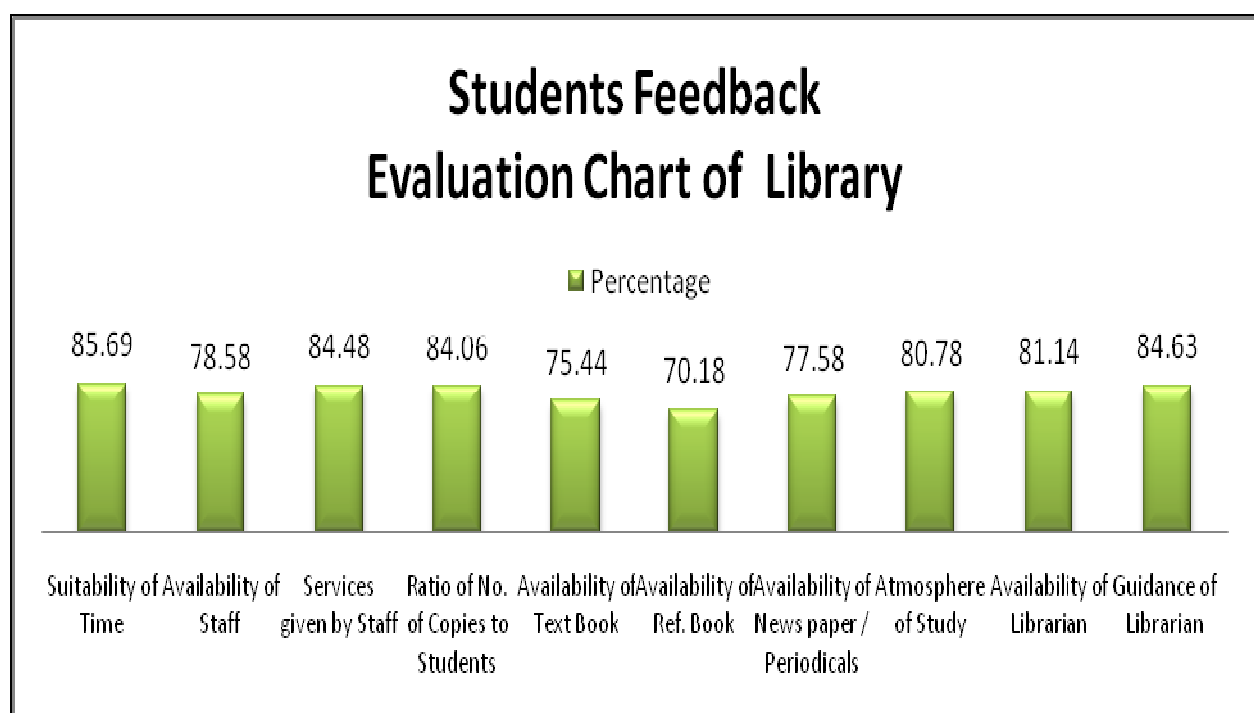
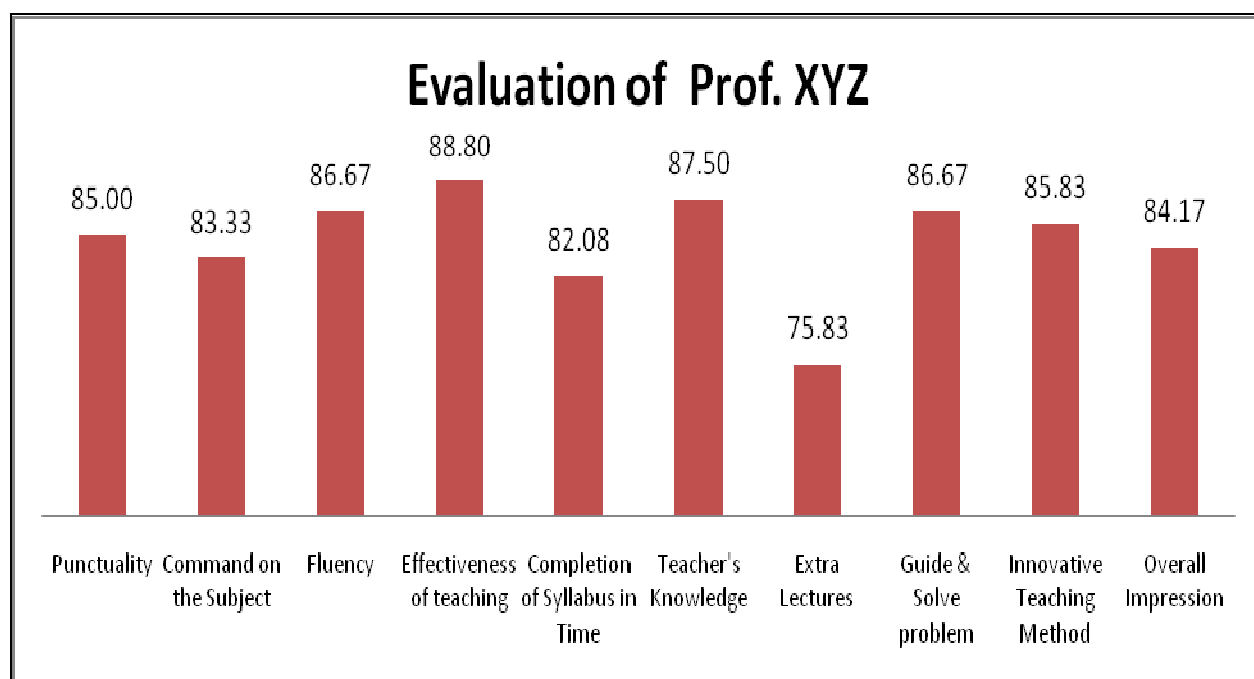
- The feedback forms have been distributed to all Employers.
- Feedback form contains Nine parameters of evaluation such as Infrastructure of the college, College library, Co-operation of college office staff, Drinking water facility, Washrooms facility, Cleanliness of the Campus, Overall teaching of 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 2015-2016 found that the employers have admired college library, co-operation of Office staff and discipline of the college with above 65 % weight age whereas employers are not satisfied by washroom , cleaning facilities in the Campus , Parents Co-operation and Discipline of the College Their graphical Analysis is as follows -

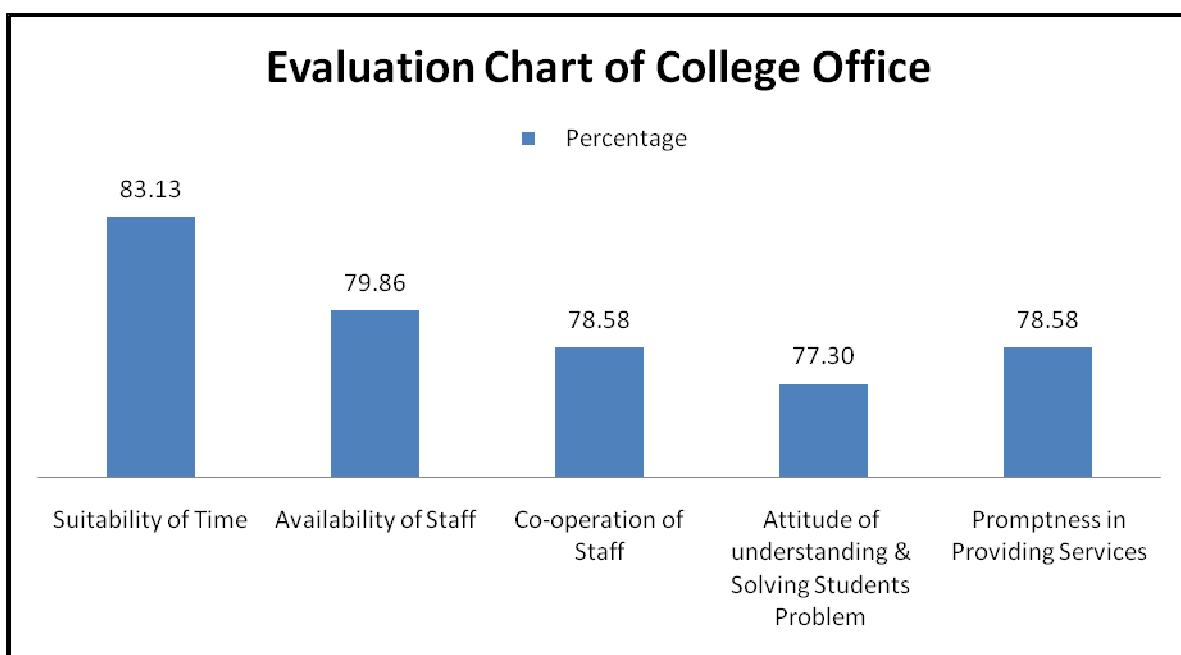
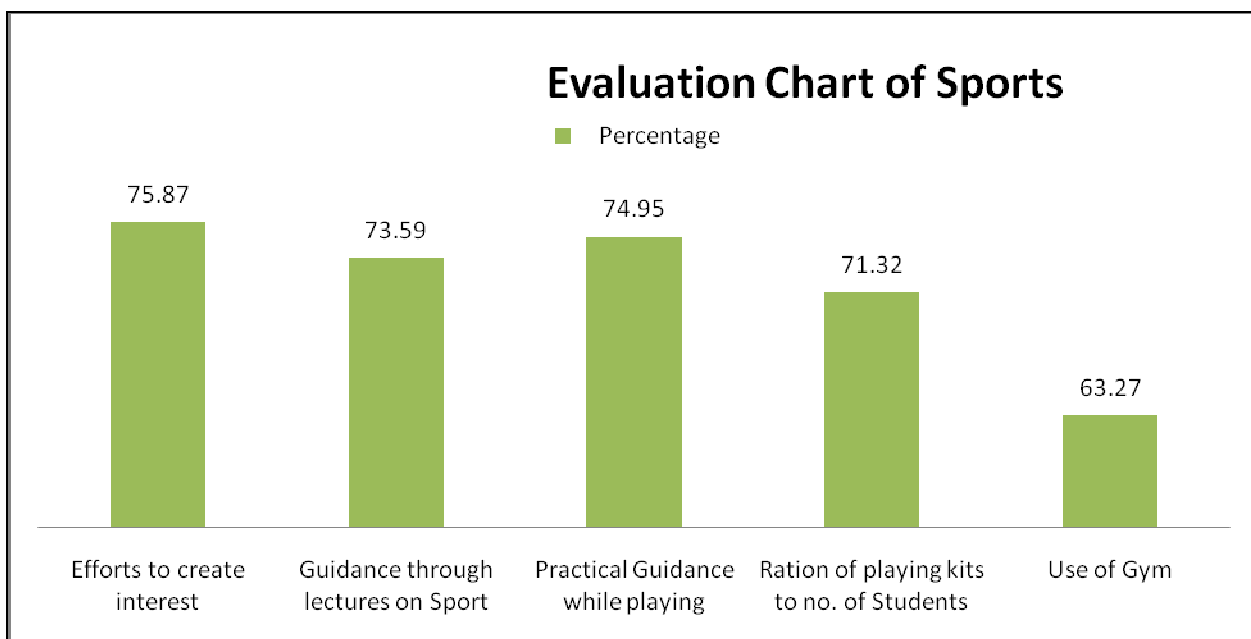


**Report of Students Feedback**

- Feedback of student has been a routine practice of IQAC. The feedback form has 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 2015-2016 revealed that overall efforts made on teaching in classroom and method of teaching have been appreciated by the students.
- Sports department found weak to create interest among students. Lecture , 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	03	00	20	20	08	30
July	04	01	26	26	0	31
August	05	02	23	19	04	31
September	04	07	18	18	00	30
October	04	09	17	07	10	31
November	02	13	12	12	13	30
December	04	04	24	21	10	31
January	04	02	24	24	00	31
February	04	01	24	20	04	28
March	04	05	24	24	10	31
April	04	04	22	19	13	30
May	05	00	01	00	11	31
Total	47	48	235	210	83	365

## Working / Teaching Days (Post graduate)

Month	Sundays	Holidays	Working Days	Teaching Days	Exam Days	Total Days
July	04	01	26	26	00	31
August	05	02	23	19	00	31
September	04	07	18	18	04	30
October	04	09	17	17	00	31
November	02	13	12	12	13	30
December	04	04	24	18	04	31
January	04	02	24	24	00	31
February	04	01	24	24	00	28
March	04	05	24	20	04	31
April	04	04	22	10	08	30
May	05	00	01	00	09	31
Total	44	48	215	200	42	335

**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.

**“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, Surveys conducted Through Students 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-**

We gave message through street play on 31<sup>st</sup> Dec 2015 as an anti-addiction day. In this programme 50 students were involved. Lecture on “Scientific Approach” was organised on 14<sup>th</sup> August 2015. Prepared questionnaire on addiction and superstition and got it filled by native of Kuda village . Total 200 questionnaires were collected from villagers. Among these questionnaire 150 women and 50 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 Program (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 Program".

#### **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 teachers' 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 2015-2016, 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 problem. Individual personal interaction of students and mentor helps to explore problems of the students.



### **General Observations –**

- Maximum students' parents are working at Mumbai / other cities.
- Some students both parents are residing at Mumbai.
- Physical problems found in students i.e. stomachache, 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 it's 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.