

The Annual Quality Assurance Report (AQAR) of the IQAC (2013-14)

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC.

Part – A

1. Details of the Institution

1.1 Name of the Institution

Shri Samarth Arts & Commerce College

1.2 Address Line 1

Morshi Road

Address Line 2

City/Town

P.O. : Ashti , Distt : Wardha

State

Maharashtra

Pin Code

442 202

Institution e-mail address

shrisamarthcollege_ashti@rediffmail.com

Contact Nos.

07156-225966

Name of the Head of
the Institution:

Dr. Hemant M. Khanzode

Tel. No. with STD Code:

07156-225966

Mobile:

9975477588

Name of the IQAC Co-ordinator:

Mrs. Varsha V. Karmarkar

Mobile:

9975363264

IQAC e-mail address:

1.3 NAAC Track ID) :

MHCOGN 10942

1.4 NAAC Executive Committee No. & Date:

Not mentioned in certificate

(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.samarthcollegeashti.ac.in

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C+		2004	Five years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

22th July 2004

1.8 AQAR for the year

2013-14

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 of 2008-09 submitted to NAAC on 4th May 2010
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

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*)

Rashtrasant Tukdoji Maharaj
Nagpur University, Nagpur

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

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

2.14 Significant Activities and contributions made by IQAC

IQAC made following recommendations :

- Remedial coaching classes should be continued.
- Field based activities should conducted under population programme.
- Short term certificate course under '*Jivan Shikshan Abhiyan*' would be continued.
- Equal Opportunity Centre should arrange lecture series.

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	Outcome
1.Population Education Programme would be continued. 2.A short term course under ‘ <i>Jivan Shikshan Abhiyan</i> ’ of Rashtrasant Tukdoji Maharaj Nagpur University will be conducted. 3. A research seminar competition would be organized for students. 4.Remedial coaching classes would be conducted . 5.Equal Opportunity Centre would conduct lecture series on various topics. 6.Regular NSS activities and a special camp would be organized. 7.New books and reference books would be purchased for college library.	1. Field based study was conducted under Population Education Programme 2. A short term course on ‘Reasoning Ability ‘under ‘ <i>Jivan Shikshan Abhiyan</i> ’ of Rashtrasant Tukdoji Maharaj Nagpur University was conducted. 3. Remedial coaching classes were conducted . 4. Lecture series was organized under Equal Opportunity Centre. 5. Regular NSS activities were conducted A special residential camp was also organized. 6. New books and reference books were purchased for college library. 7. A research seminar competition was organized for students.

* Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

- The management recommended that the college should prepare SWOT analysis. It would be helpful for further development.
- It also suggested that college library should purchase various reports published by Central Government, World Bank and other agencies.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	--	--	--	--
PG	--	--	--	--
UG	Two	--	--	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	--	--	--	--
Others	--	--	--	One
Total	Two	--	--	One

Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/**Elective option** / Open options
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	--
Trimester	--
Annual	Two

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 Annexures**

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

No

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	12	09	03	--	--

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	09	01	03	--	--	--	--	--	12	01

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia :

No. of Faculty	International level	National level	State level
Attended	--	8	4
Presented	--	3	1
Resource Persons	--	--	--

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

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

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

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

--	01	--
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2.10 Average percentage of attendance of students

50%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	197	--	0.51	13.2	6.01	19.80
B.Com	123	--	1.63	18.70	3.25	23.58

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

- The IQAC reviews the teaching plans submitted by the teachers at beginning of the session and recommends necessary changes for compliance of syllabi.
- IQAC conducts feedback of teachers' evaluation by all students.
- IQAC conducts teachers' feedback on performance of students in annual test examination.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	01
Faculty exchange programme	--
Staff training conducted by the university	01
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	--
Others	--

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	7	1	--	--
Technical Staff	--	--	--	--

Criterion – III

3. Research, Consultancy and Extension

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

- IQAC recommended to continue research seminar competition for students to inculcate research temperament among them.
- IQAC advised the faculty to complete their Ph.D. research projects at the earliest.
- IQAC also suggested the faculty to present research papers in various conferences.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

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

3.4 Details on research publications

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

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 organizations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	--	--	--	--
Minor Projects	--	--	--	--
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects <i>(other than compulsory by the University)</i>	--	--	--	--
Any other(Specify)	--	--	--	--
Total	--	--	--	--

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

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

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this Year

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

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

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

3.18 No. of faculty from the Institution

who are Ph. D. Guides

and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
International level National level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

- Eight volunteers participated in state level Disaster Management camp organized by Swami Ramanand Tirth University, Nanded during 2nd to 11th June, 2013. These volunteers were part of 'Avhaan 2013 Chancellor's Brigade- NSS Wing'.
- A speech by eminent speaker Adv. Aparna Ramtirthkar was organized on 19th August as a part of 'Save Girl Child Mission'.
- Law Awareness Camp was organized on 31st August in collaboration with Taluka Vidhi Seva Samiti, Ashti. Justice Shraddha Hingse presided over the function. She guided the students on laws to prevent eve teasing and harassment.
- A poster display was organized on 8th September. It focused on disaster management.
- 13 NSS volunteers of our college participated in Literary Symposium on de-addiction held on 2nd and 3rd October 2013 at Nagpur. It was jointly organized by RTM Nagpur University and Department of Social Justice, Maharashtra Government.
- A seven day residential camp was organized at village Khambit from 20th to 26nd Nov. 2013. Various programmes and activities were organized in the camp. A Blood donation camp was organized in collaboration with Dr. Hedgewar Blood Bank. 36 volunteers and villagers donated blood.
- A rally to commemorate 150th birth anniversary of Swami Vivekanand was organized on 12th January.
- Road Safety campaign was organized on 15th January. The NSS volunteers distributed pamphlets on main road and appealed the citizens to follow traffic rules. Police Sub Inspector of Ashti. Shri. Pachkawde and his staff co-operated in the mission.
- Voter Registration campaign was organized for students on 8th March. 110 students registered as voters under this programme.

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	1.21hectres	--	--	1.21 hectres
Class rooms	7	--	--	7
Laboratories	1	--	--	1
Seminar Halls	--	--	--	--
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	36	12	UGC	48
Value of the equipment purchased during the year (Rs. in Lakhs)	610166	340800	UGC	950966
Others	--	--	--	--

4.2 Computerization of administration and library

- Office automation software has been installed in the office.
- Lib-man software has been installed in the library.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (inRs.)	No.	Value	No.	Value
Text Books	1976	246558	39	10895	2015	257453
Reference Books	273	206531	02	845	275	207376
e-Books	--	--	--	--	--	--
Journals	12	19020	--	--	12	19020
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	3	297	--	--	3	297
Others (Novels, biographies, General knowledge books, etc.)	2824	523798	103	30215	2927	554013

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	31	18	6	--	--	06	--	1
Added	02	02	--	--	--	--	--	--
Total	33	20	06	--	--	06	--	01

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

- LAN networking has been installed in the office to connect four computers.
- Internet facility has been provided to students.

4.6 Amount spent on maintenance in lakhs :

i) ICT

--

ii) Campus Infrastructure and facilities

--

iii) Equipments

14640/-

iv) Others

--

Total :

14640/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC made following contribution for enhancing awareness about student support :

- IQAC observed that remedial coaching classes are conducted regularly.
- IQAC recommended to conduct a short term certificate course in under *Jeevan Shikshan Abhiyan* of R.T.M. Nagpur University.
- IQAC made efforts to see that Equal Opportunity Centre is functional.

5.2 Efforts made by the institution for tracking the progression

- Career and counselling cell helped sixteen students to register under District Self Employment Bureau, Wardha.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
400	--	--	--

(b) No. of students outside the state

--

(c) No. of international students

--

Men

No	%
197	49

Women

No	%
203	51

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
88	63	27	183	--	361	89	62	23	226	--	400

Demand ratio- 1: 0.91

Dropout % - 50%

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

- Career and Counseling Cell provided study material and copies of question paper pattern of competitive examinations to students.
- Career and counselling cell conducted general ability test to create awareness about competitive examinations.
- Magazines on competitive examinations were subscribed in college library.
- Career and counselling cell conducted a short term certificate course in 'Reasoning Ability' under *Jeevan Shikshan Abhiyan* of R.T.M. Nagpur University.

No. of students beneficiaries

88

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 counseling and career guidance

- Students are informed about the advertisements for job opportunities in various Central and State government departments.
- The college has subscribed "Employment News" for students.

No. of students benefitted

13

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
--	--	--	--

5.8 Details of gender sensitization programmes

- Adv. Aparna Ramtirthkar delivered a lecture on “Save Girls” on 19th August 2013.
- The college arranged a Law Awareness Camp under Taluka Vidhi Seva Samiti, Ashti on 31st August 2013. Justice Shradha Hingse guided students on laws against ragging and sexual harassment .

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 (in Rs.)
Financial support from institution	--	--
Financial support from government	382	968258
Financial support from other sources	--	--
Number of students who received International/ National recognitions	--	--

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

- To inculcate sincerity, integrity and discipline.
- To achieve academic excellence.
- To train students for global competence.
- To impart education so as to prepare ideal citizens.

Mission

- To create ambience for healthy teaching learning process.
- To conduct career and skill oriented programmes.
- To promote research temperament among students and teachers.
- To create infrastructural facilities for students.
- To encourage sports and extra- curricular activities.
- To strengthen the process of women empowerment.
- To serve the community through extension activities.

6.2 Does the Institution has a Management Information System

Yes

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

6.3.1 Curriculum Development

- Curricular design is drafted by Board of Studies which is a statutory body of R. T. M. Nagpur University. It is compulsory to follow the prescribed syllabus prepared by Board of studies.

6.3.2 Teaching and Learning

- Academic calendar of the college is prepared at beginning of the session.
- Faculty of all subjects prepare and implement their own teaching plans.
- Faculty maintains abstracts and daily diaries of teaching. It helps to monitor regular teaching – learning process.
- Annual test examination is conducted on completion of the syllabus.

6.3.3 Examination and Evaluation

- The faculty informs the students about changes in syllabi and pattern of question paper from time to time.
- The university evaluates the students by conducting annual examination. The question paper pattern for B. A. and B. Com. is theoretical. There are internal assignments only for the optional subjects i.e. Marketing and Information Technology in Commerce faculty.
- The college is a recognized University examination centre.
- The college conducts two unit tests in the first as well as second session respectively. Annual test examination is also conducted on the completion of the syllabus.
- Spot valuation conducted by the university is transparent. If a student is not satisfied with evaluation, he can apply for revaluation through the college and can also demand photostat copy of the concerned answer sheet.

6.3.4 Research and Development

- The institution always encourages and promotes faculty participation in research. The faculty can avail duty leave to attend conferences/seminars/symposia. Travelling allowance for that purpose as per UGC guidelines is also granted to the faculty.
- The institution has purchased good volumes of reference books from UGC Grants. Research journals have been subscribed. The institution has also enlisted itself for N-LIST Account under INFLIBNET. Internet facilities for the faculty are available under the scheme of UGC Network Resource Centre.

6.3.5 Library , ICT and physical Infrastructure/Instrumentation

Library : Physical Infrastructure

The total area of the library is 616 sq. Ft. The reading room can accommodate 20 students at a time. There is open access for faculty. The reading room remains open from 7.30 a. m. to 2.30 p.m. on all working days and during vacation also. There is sufficient number of steel stacks for keeping books. The library has an advisory committee to look after smooth functioning of the library.

Details of ICT and other tools

- Lib-man software has been installed in the library for automation. It helps for computerized accession of books.
- The library has subscribed N-list account through INFLIBNET. Students and faculties get print outs of required data.
- The library has six computers with Broadband Internet facility.

Specialized Services

- Xeroxing facility is available for students and faculties.
- Lists of newly purchased books and cover jackets are displayed on notice board in library.
- An exhibition of newly purchased books and other study materials is arranged every year. It creates awareness about the importance of books among the students.

Support Facilities in the Library

- The students of environmental science and extension activities can have newspaper cuttings for preparing project reports.
- Book bank facility is available for students. They can borrow books from library during examination time also.
- Library staff is cooperative and ready to help students and teachers.

6.3.6 Human Resource Management

- The responsibility of carrying out curricular and co-curricular activities is entrusted to various committees. These committees are formed in staff council meeting at beginning of the session.
- The teachers are encouraged to participate in refresher, orientation and short-term courses. They are also encouraged to attend conferences and symposia.
- It is seen that their placements are done on time under Career Advancement Scheme of UGC.
- Non-teaching staff is encouraged to attend training workshops.

6.3.7 Faculty and Staff recruitment

- Recruitment in the college for all posts is made as per UGC and State Govt. norms.
- At present, there are three Associate Professors and nine Assistant Professors.
- There are seven non-teaching employees.
- One post in teaching and one post in non-teaching staff is vacant.
- Process of filling up these posts is going on.

6.3.8 Industry Interaction / Collaboration

- The college has not so far collaborated with any industry.

6.3.9 Admission of Students

- The prospectus of the college is published every year at the beginning of the session. It ensures wide publicity of the admission process.
- Our college is located in rural area and it runs traditional courses viz., B. A. and B. Com. The nature of admission process is not competitive. Hence, we have adopted first-cum first-serve policy to ensure transparency in the process.
- An admission committee is set up at the beginning of the session.
- Two teachers each from arts as well as commerce faculty are included in this committee.
- They verify the documents submitted by the students and assess their aptitude and inclination.
- The teacher guides in selecting proper optional subjects.

6.4 Welfare schemes for

Teaching	--
Non teaching	--
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	No		No	
Administrative	No		No	

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?

- Since our college is affiliated to R.T.M. Nagpur University, annual examinations are conducted 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

- Alumni meet is conducted every year.

6.12 Activities and support from the Parent – Teacher Association

- Parent-Teacher Association meet is organised every year. The response of the parents to these meetings is low. There is a need to create awareness among parents.

6.13 Development programmes for support staff

Nil

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

- Tree plantation programme is conducted every year. The students take care of the saplings.
- N.S.S. volunteers clean the college premises regularly.

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.

Nil

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

- Field based study was conducted under Population education programme.
- Short term Certificate course on 'Reasoning Ability' under 'Jeevan Shikshan Abhiyan' of R.T.M. Nagpur University was conducted.
- Lecture series under Equal opportunity Centre was organized in the college.
- New books and reference books were purchased in college library.
- Remedial coaching classes were conducted for SC/ST and OBC students.
- Regular N.S.S. activities were conducted throughout the year. A special camp was also organized.

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

- N.S.S. unit of the college organizes blood donation with help of Dr. Hedgewar Blood Bank every year. The camp is held in rural area.

**Annexure attached in Self Study Report.*

7.4 Contribution to environmental awareness / protection

- Tree plantation programme is conducted every year. Students look after the conservation of saplings. NSS volunteers clean the college premises regularly.

7.5 Whether environmental audit was conducted? Yes No

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

SWOT Analysis of the Institution

<p style="text-align: center;">Strength</p> <ul style="list-style-type: none"> • Strong support from management • Qualified & permanent teaching staff. • Conducting career oriented certificate courses. • Availability of good reference books and journals in library. • Extension activity through N.S.S. and Population education programme. • Spacious playground for sports. • Distance education through YCMOU, Nasik. 	<p style="text-align: center;">Weakness</p> <ul style="list-style-type: none"> • Low passing percentage. • Significant drop-out rate. • Low attendance of students. • Inadequate utilization of resources by students. • Inadequate sports infrastructure. • Low response from alumni and parents • No new programme introduced
<p style="text-align: center;">Opportunity</p> <ul style="list-style-type: none"> • Promoting Student centric learning. • Reducing Drop-out rate. • Promotion to skill based education. • Developing research temperament. • Developing sport facility. 	<p style="text-align: center;">Threat</p> <ul style="list-style-type: none"> • Diversion of students to professional courses.

8. Plans of institution for next year (2014-15)

- A short term course on 'General English' would be introduced under '*Jivan Shikshan Abhiyan*' of R. T.M. Nagpur University.
- UGC sponsored career oriented certificate course in 'Taxation Accounting' would be started from 2014-15.
- Guest lectures on 'Human Rights and Duties' would be organized.
- A book exhibition would be organized by the library.
- Population Education Programme shall be continued.
- A workshop on "Use of ICT in Teaching-Learning Process" would be organized.
- A personality development workshop would be organized by Career and Counseling Cell.
- A research seminar competition would be organized.
- Regular NSS activities and a special residential camp would be organized.

Name : Mrs .V.V.Karmarkar

Name :Dr. Hemant M .Khanzode

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure

Academic Calendar 2013-14

Event	Date
June	
Beginning of the Academic session	17 June, 2013
July	
Preparation of teaching plans	1 to 5 July
World Population Day Programme	11 July
University Result Analysis	25 to 30 July
August	
Enrolment under N.S.S. and population education programme	5 to 10 August
Independence Day programme	15 August
Publication of college magazine “Zep”	26 August
First unit test	20 to 30 August
September	
World Literacy Day Programme	8 September
Second unit test	20 to 24 September
Commencement of Short term certificate course	28 September
Communal Harmony week	24 Sept. to 2 October
October	
Lecture series under Equal opportunity centre	15 to 20 October
Winter vacation	
Residential N.S.S. camp	20 to 26 November
December	
World AIDS day Programme	1 December
Third unit test	15 to 20 December
January	
Savitribai Phuley Jayanti	3 January, 2014
Yuva Din	12 January
General knowledge test	17 January
Cultural and sports festival	23 to 26 January
Republic day programme and prize distribution to meritorious students	26 January
Fourth unit test	27 to 31 January

February	
Evaluation and submission of population project	12 February
Students' feedback	17 to 20 February
Research paper presentation competition	21to 22 February
Exam. of Short term certificate course	25 February
March	
Annual test examination	27 February to 7 March
Evaluation of test examination	1 to 10 March
Farewell to final year students	8 March
Parents meeting	12 March
April	
Report submission by various committees	15 to 20 April ,2014
End of session	30 April ,2014
University examination	15 March to 30 May,2014
