
The Annual Quality Assurance Report (AQAR) of the IQAC (2017-18)

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:

Shri. Yogesh G.Paylimode

Mobile:

9422545222

IQAC e-mail address:

pgyogesh82@gmail.com

1.3 NAAC Track ID :

MHCOGN 10942

1.4 NAAC Executive Committee No. & Date:

*(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)*

EC(SC)/12/A&A/40.2

dated February 19,2016

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 | C | 1.81 | 2016 | February 18,2021 |
| 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

2017-18

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 2015-16 submitted to NAAC on 10/12/2018.
- ii. AQAR of 2016-17 submitted to NAAC on 13/12/2018.
- 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)

Rashtrasant Tukdoji Maharaj
Nagpur University, Nagpur

1.12 Name of the Affiliating University (*for the Colleges*)

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

07

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

2.4 No. of Management representatives

03

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

11

2.10 No. of IQAC meetings held

03

2.11 No. of meetings with various stakeholders:

No.

08

Faculty

05

Non-Teaching Staff/ Students

02

Alumni

01

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

02

(ii) Themes

- Students' Seminar on Human Rights
- Union Budget- 2018-19

2.14 Significant Activities and contributions made by IQAC :

IQAC made following activities :

1. World Population Day was organized by the Population Education programme on 11 July 2017 .Shri . Yogesh Paylimode delivered a lecture on ‘Views of Thomas Malthus on Demographic Transition’.
2. IQAC organized an orientation programme for students on 10 August 2017.
3. A lecture on ‘Personality Development and Shivaji Maharaj’ was organized on 7 September 2017.
4. World Literacy day was organized on 11 September 2017 .Three students expressed their views on ‘Education and Literacy’.
5. Common ability test was conducted for the formation of students’ group on 13 October 2017.
6. Students’ seminar on ‘Human Rights and Duties’ was organized on 2 Feb 2018.
7. Deptt. of Economics prepared students’ presentation on 13 March 2018. Seven students participated in the seminar.
8. Three students conducted case study on ‘the Cultivation of Kitchen Garden ‘at village Botona and Sahur’.
9. A workshop on Project preparation under Population Education was conducted on 03 April 2018.Six students presented reports on projects.
10. Students’ feedback on teaching –learning was conducted .

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 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none"> 1. Students' orientation would be organized for newcomers. 2. Guest lectures on Career counseling and personality Development would be organized. 3. College magazine "Zep" would be published. 4. A book exhibition would be organized by the library. 5. A case study would be conducted under population education programme. 6. A workshop on Project Preparation under Population Education Programme would be conducted. 7. Students' seminar on 'Union Budget : 2018- 19' would be organized. 8. Regular N.S.S. activities and residential camp would be organized. 9. A lecture would be organized on World Population Day. 10. Students' feedback would be conducted. 11. Students' group would be formed for preparation of competitive examination. | <ol style="list-style-type: none"> 1. Students' orientation was organized for newcomers. 2. Two guest lectures on Career counseling and personality Development were organized. 3. College magazine "Zep" was published. 4. A book exhibition was organized by the library. 5. A case study was conducted under Population Education Programme at village Botona amd Sahur. 6. A workshop on 'Project Preparation' under Population Education Programme was conducted. Six students presented projects. 7. Students' seminar on 'Union Budget : 2018- 19' was organized. Seven students participated in the seminar. 8. Regular N.S.S. activities and residential camp were organized. 9. A lecture was organized on World Population Day by Population Education Programme on ' Views of Malthus on Demographic Transition '. 10. Students' feedback was conducted. 11. A students group was formed for preparation of competitive examination. |

* 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

Suggestions :

Following suggestions were made by management representatives in IQAC meetings:

1. Shri.M.G. Deshpande suggested that in view of less response in villages, N.S.S. should organize blood donation camps at college level.
2. Shri S.M.Rajkarne suggested that career and counseling cell should establish a Students' group for preparation of competitive examinations. Students group should be identified through conducting common entrance test.
3. Shri S.M.Rajkarne also suggested that library should be student centric and every teacher should be responsible to acquaint the students with reference books and other learning resources.

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 | Two |
| Trimester | -- |
| Annual | -- |

1.3 Feedback from stakeholders*

(On all aspects)

Alumni Parents Employers Students

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 |
| | 10 | 06 | 04 | -- | -- |

2.2 No. of permanent faculty with Ph.D. 07

| | | | | | | | | | | |
|---------------------------------------------------------------------------|------------------|----|----------------------|----|------------|----|--------|----|-------|----|
| 2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year | Asst. Professors | | Associate Professors | | Professors | | Others | | Total | |
| | R | V | R | V | R | V | R | V | R | V |
| | 06 | 01 | 04 | -- | -- | -- | -- | -- | 10 | 01 |

2.4 No. of Guest and Visiting faculty and temporary faculty -- -- 02

2.5 Faculty participation in conferences and symposia :

| No. of Faculty | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended | -- | 06 | 02 |
| Paper presented | -- | 03 | -- |
| Resource persons | -- | -- | -- |

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

The faculty applies use of E-content in teaching and learning.

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

221

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

Nil

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

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

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. | 40 | 00 | 00 | 15 | 20 | 35 |
| B.Com | 68 | 00 | 00 | 41.17 | 5.88 | 47 |

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

- As per IQAC suggestion, the teachers maintain students' profile to assess their performance from the introduction of semester pattern.
- The profile included participatory teaching methods i.e. students' seminar , group discussions, assignments , field visit, viva , unit tests ,etc.
- The internal assessment of students' performance is based on students' profile.

2.13 Initiatives undertaken towards faculty development

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

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

- | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none">• IQAC recommended to conduct field based activities by the students and to present research project in the college.• IQAC suggested to organize workshop on data collection under Population Education Programme. |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

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 | 02 |
| e-Journals | -- | -- | -- |
| Conference proceedings | -- | -- | |

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 | <input type="text" value="03"/> | State level | <input type="text" value="01"/> |
| National level | <input type="text" value="--"/> | International level | <input type="text" value="--"/> |

3.22 No. of students participated in NCC events:

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

3.23 No. of Awards won in NSS:

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

3.24 No. of Awards won in NCC:

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

3.25 No. of Extension activities organized

| | | | |
|------------------|---------------------------------|---------------|---------------------------------|
| University forum | <input type="text" value="--"/> | College forum | <input type="text" value="--"/> |
| NCC | <input type="text" value="--"/> | NSS | <input type="text" value="10"/> |
| | | Any other | <input type="text" value="03"/> |

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

Activities by NSS :

- Tree plantation campaign was conducted at village Vitthalpur and Malkapur during 1-7 July 2017.
- ‘Save Girl Mission ’was organized on 15 August 2017.
- Voters registration campaign was organized during 1 July to 15 August
- Poster display was organized on International Literacy Day on 8 September.
- Human organ donation awareness programme was organized on 8 October.
- A programme was organized on World AIDS Day on 1 December.
- Flag Day collection was organized on 12 February 2018 .
- NSS volunteers participated in Pulse Polio mission 28 January 2018.
- Seven days residential camp was organized during 4-10 January 2018 at village Thar.
- A blood donation camp was organized in the residential camp in collaboration with Dr. Hedgewar Blood Bank, Nagpur . A check up of sickle cell and Haemoglobin was also conducted in the camp.

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. | 83 | 11 | UGC | 94 |
| Value of the equipment purchased during the year (Rs. in Lakhs) | 1897141 | 388500 | UGC | 2285641 |
| 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 (in Rs.) | No. | Value | No. | Value |
| Text Books | 2590 | 438838.75 | 250 | 68252 | 2840 | 507060.75 |
| Reference Books | 381 | 301924.30 | 77 | 129090 | 458 | 431014.30 |
| e-Books | -- | -- | -- | -- | -- | -- |
| Journals | 12 | 41755 | -- | -- | 12 | 41755 |
| e-Journals | -- | -- | -- | -- | -- | -- |
| Digital Database | -- | -- | -- | -- | -- | -- |
| CD & Video | 04 | 2297 | -- | -- | 04 | 2297 |
| Others (Novels, biographies, General knowledge books, etc.) | 4046 | 889413 | 233 | 88549 | 4279 | 977962 |

4.4 Technology up gradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|---------------|----------|------------------|------------------|--------|-------------|--------|
| Existing | 55 | 36 | 10 | -- | -- | 06 | -- | 03 |
| Added | 06 | 06 | -- | -- | -- | -- | -- | -- |
| Total | 61 | 42 | 10 | -- | -- | 06 | -- | 03 |

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

- | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none">• LAN networking has been installed in the office to connect six computers.• Internet facility has been provided to students. |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

4.6 Amount spent on maintenance in lakhs :

| | |
|------------------------------------------|-----------------|
| i) ICT | 24139/- |
| ii) Campus Infrastructure and facilities | 34010/- |
| iii) Equipments | 48130/- |
| iv) Others | -- |
| Total : | 106379/- |

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 :

- An orientation programme was organized for newly admitted students.
- Remedial coaching was conducted for slow learners of Arts faculty.
- IQAC promotes to display articles prepared by students.
- IQAC organized students seminar on current issues.
- IQAC has promoted field based activities for linking community engagement.
- IQAC makes efforts to promote students' contribution in publishing of college magazine- *Zep* .
- The library organized book exhibition for students .

5.2 Efforts made by the institution for tracking the progression

- The college encouraged students to display articles to enhance writing and analytical skills.12 students prepared articles for display .
- The college established students group to promote their personality development.
- The college encouraged 03 students to participate inter collegiate debate and elocution contest .
- One student of the college participated in Republic Day parade in Mumbai.
- 24 students participated in various training camps on disaster management, personality development , etc through N.S.S.
- IQAC organized students seminar on Human Rights on 2 Feb 2018.5 students presented their views on human rights. It helps to promote presentation skill of students.
- 3 students conducted case study at village level.
- 15 students contributed their articles in college magazine –*Zep*.

5.3 (a) Total Number of students

| UG | PG | Ph. D. | Others |
|-----|----|--------|--------|
| 415 | -- | -- | -- |

(b) No. of students outside the state

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

(c) No. of international students

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

Men

| No | % |
|-----|-------|
| 177 | 42.65 |

Women

| No | % |
|-----|-------|
| 239 | 57.75 |

| Last Year | | | | | | This Year | | | | | |
|-----------|----|----|---------|--------------------------|-------|-----------|----|----|-----|--------------------------|-------|
| General | SC | ST | OB C | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 110 | 55 | 38 | 205 | -- | 408 | 115 | 34 | 46 | 220 | -- | 415 |

Demand ratio- 1: 0.85

Dropout % - 50

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

- Although the college has not established coaching centre for competitive examinations ,it encourages the students to appear for various competitive examinations through career and counselling cell.
- The college has established students' group for assess the potential of students to face competitive examinations .

No. of students beneficiaries

13

5.5 No. of students qualified in these examinations

| | | | | | | | |
|-------------|----|-----------|----|------|----|--------|----|
| NET | -- | SET/SLET | -- | GATE | -- | CAT | -- |
| IAS/IPS etc | -- | State PSC | -- | UPSC | -- | Others | 01 |

5.6 Details of student counseling and career guidance

- Two lectures were organized on personality development for students.
- Four lectures were delivered by resource persons on 'Quantative Aptitude'.
- 13 student appeared for various departmental examinations.
- 01 student was selected as Police Patil at village level.
- Advertisements of recruitment are displayed for students.
- The college has established students' group to assess the potential of students .Following activities are conducted under this group:
 - a) Weekly sessions are regularly arranged of this group. We have arranged 20 sessions in 2017- 18.
 - b) General awareness tests, chart preparation, group presentation on current issues , etc are arranged.
 - c)The college has given resource materials to 6 promising final year students for preparation of competitive exams.

No. of students benefitted

29

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 |
| -- | -- | -- | 01 |

5.8 Details of gender sensitization programmes

- The college has established Anti-sexual Harassment and Girls Security Cell as per UGC Regulation (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) 2015.
- Birth Anniversary of Savitribai Phuley was celebrated.
- A flex was displayed by N.S.S. on 'Save Girl Child Mission' on Independence day.

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 | 201 | 69550/- |
| Financial support from other sources | -- | -- |
| Number of students who received International/ National recognitions | -- | -- |

5.11 Student organized / initiatives

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

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

No

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 teaching plans.
- Faculty maintains abstracts and daily diaries of teaching. It helps to monitor regular teaching – learning process.
- The teachers use participatory methods consisting class room seminar, group discussion, chart preparation , etc.
- Department of Economics has used E-content in teaching –learning process.

6.3.3 Examination and Evaluation

- The college is a recognized University examination centre.
- The college conducts two unit tests in the first as well as second session respectively.
- The University conducts theory examination of all faculties as per semester system. The responsibility of conducting internal assessment is carried out by concerned subject teachers. The teachers make internal assessment on the basis of Students' Profile .

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 number of reference books from UGC Grants. Research journals have been subscribed.

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 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 four Associate Professors and six 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 vacant 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 was not held in the 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.

- The department of Economics conducted case study titled – ‘Cultivation of Kitchen Garden’ at village Botona and Sahur. Three students prepared kitchen garden at homes and produced vegetables.

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

- Students’ Orientation programme was organized for newcomers at the beginning of the academic session.
- A guest lecture on ‘Personality Development’ was organized.
- College Magazine –*Zep* was published.
- A case study was conducted under Population Education programme at village level.
- A workshop on project preparation under Population Education programme .
- A book exhibition was organized by college library.
- Students Seminar on ‘Union Budget -2018-19’ was organized.
- A students’ group was formed for preparation of competitive exams.
- Regular N.S.S. activities and residential camp was organized.
- A lecture was organized titled ‘Views of Malthus on Demographic Transition’ by Population Education programme
- Students’ feedback was conducted and analyzed.

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

- NSS has adopted village Thar for community engagement.
- Population Education programme conducted village survey in Ashti taluka
- The college has published its magazine-*Zep*.

7.4 Contribution to environmental awareness / protection

- Tree plantation programme is conducted every year. Students look after the conservation of saplings.
- The Deptt. of Environmental Education organized postal display on environmental awareness.
- One student bagged first prize in district level essay competition on 'Illegal trading of wild animals – preventive measures' organized by Deptt. of Wildlife Conservation ,Govt .of Maharashtra.

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. | <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 (2018-19)**

- 1) A programme on Yoga Day would be organized.
- 2) Tree plantation would be undertaken by NSS.
- 3) Internatioanl Literacy Day would be organized on 8 September.
- 4) Students' orientation programme would be conducted .
- 5) Common test would be conducted for identifying slow learners.
- 6) IQAC would organize students' seminar on current issues.
- 7) Teachers' lecture series would be organized.
- 8) Formation of students' group would be made for counseling .
- 9) Village adoption scheme would be conducted by NSS.
- 10) IQAC would conduct case study at village level.
- 11) Alumni and parent meet would be conducted.
- 12) Students' seminar would be conducted by Research committee.
- 13) Regular NSS activities and residential camp in adopted village.
- 14) A book exhibition would be organized by Library Deptt.
- 15) IQAC would conduct community engagement programme at village level.
- 16) A guest Lectures on Personality Development would be organized by Career and Counseling Cell.
- 17) *Marathi Bhasha Samwardhan Pandharwada* would be organized by Deptt. of Marathi.
- 18) IQAC would conduct a workshop on E-content.
- 19) A programme on gender sensitization would be organized.
- 20) College magazine – *Zep* would be published.
- 21) Deptt. of Economics would organize students' presentation on 'Union Budget – 2019-20'.
- 22) Students' feedback would be conducted and analyzed.

Name : Shri.Yogesh G.Paylimode

Name :Dr. Hemant M .Khanzode

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure I

Shri Samarth Arts and Commerce College , Ashti

Analysis of Teachers' Feedback by students -2017-18

IQAC conducted Students' feedback on teachers in the college during 8 March to 10 April 2018. Table 1.1 shows that 165 students participated in this exercise. 98 students and 67 students were from Arts and Commerce faculty respectively.

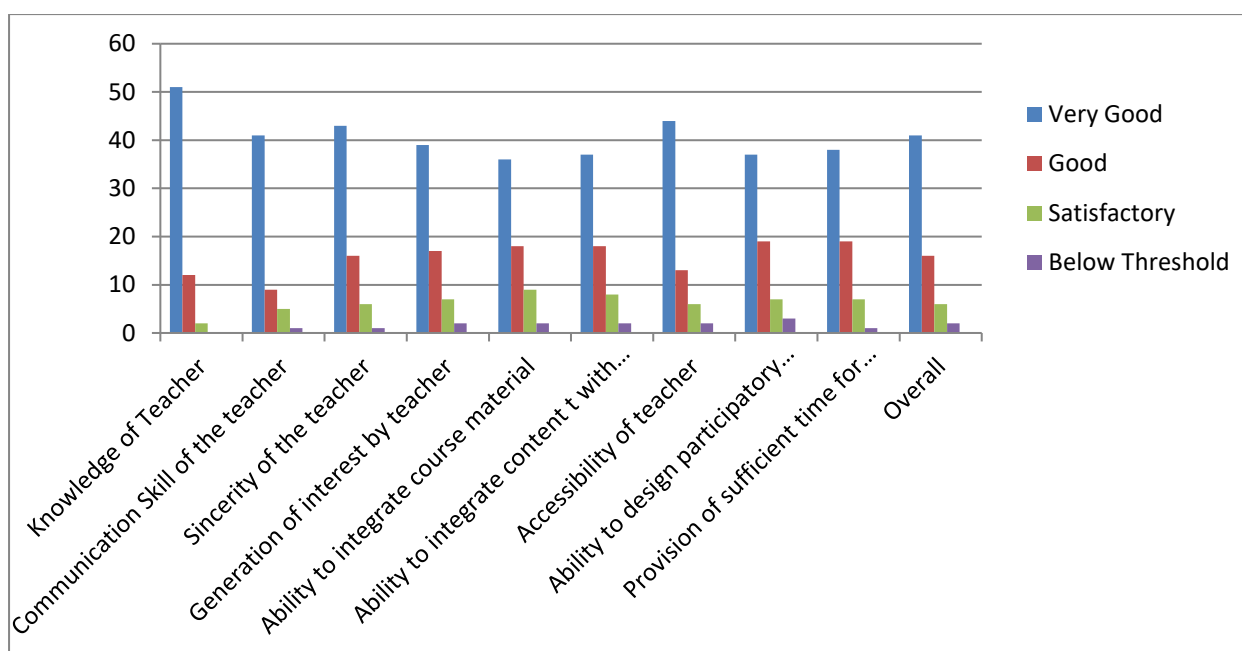
Table 1.1 Participation of students' feedback

| Academic Year | Name of course | Class | No. of students responding |
|---------------|----------------|-------------------|----------------------------|
| 2017-18 | B.A. | I,II and III year | 98 |
| | B.Com | II and III year | 67 |
| | | | 165 |

The four point scaling method was used for this feedback .We have derived and tabulated the **average response** of students on each attribute. Table 1.2 indicates the analysis of students' feedback .

Table 1.2 Analysis of students' feedback

| Serial No. | Attributes | Very Good | Good | Satisfactory | Below Threshold |
|------------|------------------------------------------------|-----------|------|--------------|-----------------|
| 1 | Knowledge of Teacher | 51 | 12 | 2 | 0 |
| 2 | Communication Skill of the teacher | 41 | 9 | 5 | 1 |
| 3 | Sincerity of the teacher | 43 | 16 | 6 | 1 |
| 4 | Generation of interest by teacher | 39 | 17 | 7 | 2 |
| 5 | Ability to integrate course material | 36 | 18 | 9 | 2 |
| 6 | Ability to integrate content with other course | 37 | 18 | 8 | 2 |
| 7 | Accessibility of teacher | 44 | 13 | 6 | 2 |
| 8 | Ability to design participatory methods | 37 | 19 | 7 | 3 |
| 9 | Provision of sufficient time for teacher | 38 | 19 | 7 | 1 |
| 10 | Overall | 41 | 16 | 6 | 2 |



Observations :

1. Table 1.2 shows that 51 students expressed that the knowledge of the teacher is very good.
2. Around 40 students responded that teachers are sincere, accessible and having communication skill in classroom activity.
3. One-third of students responded that teachers are able to generate interest and to integrate course material for students.
4. One-third of students responded that teacher are applying to participatory teaching methods in teaching –learning process.
5. 38 students have expressed that teachers are available for discussion in the college premises.

Suggestions :

1. The teachers should intensively apply participatory methods in teaching- learning process.
2. The teachers should more apply communicative skills as it would be for students progression.
3. The teachers should adopt ICT based practices in teaching – learning process.

Sample Proforma of students' Feedback on Teachers

Please rate the teacher on following attributes using the 10-point scale shown .

| | | | |
|-----------|---------|--------------|-----------------|
| 8.5-10 | 7.0-8.5 | 5.5-7.0 | 0-5.5 |
| Very Good | Good | Satisfactory | Below threshold |

Name of Teacher :

Department :

Semester :

Date :

| Sr. No. | Attributes | Very Good | Good | Satisfactory | Below threshold |
|---------|------------------------------------------------|-----------|------|--------------|-----------------|
| 1 | Knowledge of the teacher | | | | |
| 2 | Communication skill of the teacher | | | | |
| 3 | Sincerity of the teacher | | | | |
| 4 | Generation of interest by teacher | | | | |
| 5 | Ability to integrate course material | | | | |
| 6 | Ability to integrate content with other course | | | | |
| 7 | Accessibility of teacher | | | | |
| 8 | Ability to design participatory methods | | | | |
| 9 | Provision of sufficient time for teacher | | | | |
| 10 | Overall rating | | | | |

Annexure II

Feedback analysis of Parent Meet

IQAC conducted a parent meet on March 9, 2018 in the college. A brief of parents feedback analysis is as following :

1. Parents stated that wards frequently discuss with them on their progression .
2. Parents expressed that they always motivate the wards for their participation in college activities.
3. Parents cited that wards inform them about their performance in University examinations.
4. They expressed that the college has ambience and discipline . It promotes moral values and respect to the students.

The response to parents meet is low. There is a need to encourage parents for more participation in future .

Annexure III

SHRI SAMARTH ARTS AND COMMERCE COLLEGE, ASHTI

ACADEMIC CALENDAR : 2017-18

| Date and Month | Name of Activity | Name of Department /Committee |
|------------------------|-----------------------------------------------------|--------------------------------------|
| 15 June 2017 | Beginning of the Session | |
| 21 June | International Yoga Day | |
| | July | |
| 1 July | Tree plantation | N.S.S |
| 11 July | World Population Day | Population Education Committee |
| 31 July | Voter Registration campaign | NSS |
| | August | |
| 1 st August | Lokmanya Tilak and Annabhau Sathé Birth Anniversary | NSS |
| 9 August | August Kranti Din | NSS |
| 10 August | Students' Orientation Programme | IQAC |
| 15 August | Independence Day Programme | |
| | September | |
| 5 Sept | Teachers' Day | Cultural Committee |
| 7 Sept. | Workshop on Personality development | Career and counseling cell |
| 8 Sept. | International Literacy day | Population Education Committee |
| 11 September | Blood Donation campaign | NSS |
| 15 September | Workshop on cashless economy | Department of Commerce |
| 25 September | NSS Foundtion Day | NSS |
| | October | |
| 24 Sept-2 Oct. | | NSS |
| 2 Oct. | Mahatma Gandhi Birth Anniversary | Cultural Committee |
| 9 Oct | General awareness test-I | Career and Counseling Cell |
| | 15October to 14 November 2017 | Winter Vacation |
| 24 November | Flag day collection | NSS |

| | | |
|------------------------|--------------------------------------------------------|--------------------------------|
| 26 November | Constitution day | Deptt .of Political Science |
| | December | |
| 1 December | World AIDS day | NSS |
| 18 December | Guest lecture on competitive examination | Career and Counseling Cell |
| 23 December | Medical test of students | Physical Education Deptt. |
| 26 to 30 December | Educational tour for students | Cultural Department |
| | January 2018 | |
| 3 January | Savitribai Phuley Birth Anniversary | Cultural Committee |
| 10 January | Research Seminar competition | Research committee |
| 12 January | Swami Vivekanand birth anniversary | Cultural Committee |
| 13January | Road safety campaign | NSS |
| 19 January | Physical Efficiency Test | Physical Education Department |
| 21-22 January | Games and sports Festival | Physical Education Department |
| 23-25 Jan | Cultural and Sports Festival | Cultural Committee |
| 25 January | Voter Awareness Day | |
| 26 Jan. | Republic Day Programme and Prize Distribution Ceremony | Cultural Committee |
| 27 Jan. | General awareness test-II | Career and Counseling Cell |
| 29 January | Book Exhibition | Library Deptt. |
| | February | |
| 5 February | Workshop on data collection | Population Education committee |
| 20 February | Alumni and Parents Meet | Alumni committee |
| | March | |
| 10 March | Farewell to Final year students | Physical Education Department |
| April | April | |
| 15 April | Submission of Reports by various Committees | |
| 30 th April | Last Working Day | |