

**PRAVARA RURAL EDUCATION SOCIETY'S
ARTS, SCIENCE AND COMMERCE COLLEGE,
KOLHAR**

Annual Quality Assurance Report (AQAR) 2016-17

Submitted to:

**National Assessment and Accreditation Council
(NAAC), Bengaluru, India**

Submitted By:

**Arts, Science and Commerce College, Kolhar,
Tal.- Rahata, Dist. -Ahmednagar (Maharashtra)
413710**



Part – A

AQAR for the year (for example 2013-14)

2016 - 17

1. Details of the Institution

1.1 Name of the Institution

Pravara Rural Education Society's
Arts, Science and Commerce College, Kolhar

1.2 Address Line 1

Kolhar Bk.

Address Line 2

Kolhar - Loni Road, Tal.- Rahata, District: Ahmednagar

City/Town

Kolhar Bk.

State

Maharashtra

Pin Code

413710

Institution e-mail address

presascck@gmail.com

Contact Nos.

02422 - 251669

Name of the Head of the Institution:

Principal Dr. S. R. Walunj

Tel. No. with STD Code:

02422 - 251669

Mobile:

+919545227788

Name of the IQAC Co-ordinator:

Mr. P. B. Vikhe

Mobile:

+ 919325238744

IQAC e-mail address:

iqacascck@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

MHC0GN15147

OR

1.4 NAAC Executive Committee No. & Date:

EC(SC)/06/A&A/074 dated 01/05/2015

(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:

http://pravaracollege.in/ASC_Kolhar

Web-link of the AQAR:

http://pravaracollege.in/ASC_Kolhar/index.php/iqac/aqar-reports

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	3.10	2015	2015-2020
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

04/07/2011

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 2015-16 submitted to NAAC on 27/07/2016
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University

State Central Deemed Private

Affiliated College

Yes No

Constituent College

Yes No

Autonomous college of UGC

Yes No

Regulatory Agency approved Institution

Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution

Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

Savitribai Phule Pune University, Pune

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 (Specify)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="04"/>		
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>		
2.3 No. of students	<input type="text" value="02"/>		
2.4 No. of Management representatives	<input type="text" value="02"/>		
2.5 No. of Alumni	<input type="text" value="02"/>		
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>		
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>		
2.8 No. of other External Experts	<input type="text" value="01"/>		
2.9 Total No. of members	<input type="text" value="14"/>		
2.10 No. of IQAC meetings held	<input type="text" value="05"/>		
2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="07"/>	Faculty <input type="text" value="4"/>
	Non-Teaching Staff	<input type="text" value="01"/>	Students <input type="text" value="01"/>
	Alumni	<input type="text" value="01"/>	Others <input type="text"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
If yes, mention the amount	<input type="text" value="--"/>		

2.13 Seminars and Conferences (only quality related)

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

Total Nos.	<input type="text" value="1"/>	International	<input type="text"/>	National	<input type="text" value="1"/>	State	<input type="text"/>	Institution Level	<input type="text"/>
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(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. Five meetings were held with IQAC Members
2. Meeting with feedback committee was held on 03 April 2017
 - a. To collect feedback on teaching quality and syllabus from students
 - b. To collect overall feedback on Institutional performance from students .
3. Internal Academic audit was conducted in College on 28 and 29 March 2017

4. Meeting of IQAC was held to collect the data for preparing AQAR of 2016-17 on 28 April 2017
5. Two Day National Seminar was organized on "Role of IQAC in Enhancing the Quality Education and Research" on 17th and 18th Jan. 2017

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
To collect feedback on teaching and curriculum from students and other stakeholders	At the end of academic year, the feedback from students were collected and analysed. Instructions were given to the concerned faculty to improve the teaching.
To send proposal to UGC to get financial assistance for construction of Auditorium	The Proposal was sent to UGC and it is in process.
To introduce new course at PG level in Chemistry and Mathematics at UG Level	The Proposal were submitted to SP Pune University and they are in process.
Plan to organized a national seminar and state level seminars	The College has organized a national seminar on IQAC and Two state level seminars in life science and Social Science.

* Attach the Academic Calendar of the year as Annexure. -- **Academic Calendar: 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

The AQAR for the academic year 2016-17 was prepared and was approved by the management. It will be sent to NAAC Bangalore and uploaded on college website.

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	1	--	1	-
UG	3	-	1	-
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	04	-	04	04
Others	-	-	-	-
Total	08	-	06	04
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	✓

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

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

**Please provide an analysis of the feedback in the Annexure- Feedback Analysis : Annexure -II*

- 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
15	13	-	00	02

2.2 No. of permanent faculty with Ph.D.

08

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
17	08	00	00	00	00	02	01	19	09

2.4 No. of Guest and Visiting faculty and Temporary faculty

-- -- 09

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	10	31	28
Presented papers	10	17	19
Resource Persons	01	01	02

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

- Dept. of Commerce organized visits to shopping malls at Pune and Ahmednagar
- **Department of Commerce** has also introduced 'Entrepreneur Club' of students to promote the entrepreneur skills.
- Students of Dept. of life science were provided training of new technology in vermi-compost and seri-culture
- College campus is wi-fi supported, students use tablets and computers for learning
- Digital teaching materials are used, Screening of Literary Movies,
- Dept. of Geography organized students visit to Kalsubai, Highest Peak in Maharashtra for understanding the physiography of the region

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

210

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

- Rules and regulations regarding Exams of Savitribai Phule Pune University are followed
- Open book Exams are conducted for PG program under CBCS.
- Photocopy of answer-books are provided as per university norms.
- Bar-Coding for university exams is used for UG and PG.
- Central assessment program for First Year Examinations.

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

-	-	
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2.10 Average percentage of attendance of students

83 %

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Total Pass %
B.A.	39	10.26	30.77	22.56	05.00	68.59
B. Com.	59	16.78	22.03	20.34	13.39	72.54
B.Sc.	37	29.73	10.81	00	40.54	81.08
M. Com.	22	72.73	27.27	00	00	100

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

- **Teaching plan:** Academic calendar is prepared at the beginning of academic year. It mentions in details about the activities to be conducted during the year. Teachers prepare the teaching diary and record month wise and weekly teaching plan.
- **Monitoring teaching -Learning :** teaching learning is monitored by the IQAC and Head of the Departments.
- **Bi-annual Academic Audit:** IQAC and some expert teachers visit the departments twice a year and check and verify teaching learning process. They also suggest improvements if required to the teacher in teaching -learning process. Academic audit is conducted at end of the each academic terms.
- **Feedback:** 'Students' feedback on teacher' is taken at the end of the academic year. It helps to improve teaching learning process. IQAC has prepared a feedback -questionnaires. After receiving feedback, it is analysed and communicated to the concerned teachers through HoDs.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	04
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	01
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	06
Summer / Winter schools, Workshops, etc.	02
Others	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	05	02	00	02
Technical Staff	00	02	00	02

Criterion – III**3. Research, Consultancy and Extension**

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

- **Research Scrutiny Committee:** The College has constituted a experts' committee to review and scrutinize the research work of researchers. It gives some valuable suggestions for improvement of the quality of research.
- **Student Research:** The college emphasizes on students' research. The research committee promotes and encourages students to carry out research. Students participate in research competitions like Avishkar.
- **Research Culture among faculty :** The college has created research atmosphere in the campus. Principal encourages faculty to carry out Major and minor research projects. The institute organized a workshop on Research Methodology during this academic year.

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	03	03	00	04
Outlay in Rs. Lakhs	2.45	6.57	--	8.57

3.4 Details on research publications

	International	National	Others
Peer Review Journals	11	--	01
Non-Peer Review Journals	--	01	--
e-Journals	01	--	--
Conference proceedings	06	13	09

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	--	--	--	--
Minor Projects	02	BCUD Pune	2,03,000	1,31,922
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		--	2,03,000	1,31,922

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	-	1	2	0	1
Sponsoring agencies	-	University	University	--	Institute

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
03	-	-	02	00	-	01

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

03

04

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

00

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
National level International 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	01	College forum	04		
NCC	-	NSS	07	Any other	06

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

The institute conducted various activities during the academic year 2016-17 as extension activities. The following are some of the major event organized:

- International Yoga day was celebrated in college campus on 21st July 2016 with students and faculty.
- Dr. A.D.Divekar (CA) Dept. of Commerce, Sangamner, delivered a lecture to the students on the occasion of inaugural function of Commerce Association on 24th Sept. 2016
- Shri. Bhalchandra Shinde , PSI Loni, guided students on the Occasion of Inauguration of Competitive Exam Cell on 16th Aug. 2016
- Under the Competitive Exam,. Cell and Career guidance cell, the guidance lecture series was organized, in which Shri. Milind Shinde, Dy.S.P. Belapur, Mrs. Dwarka Dokhe, PSI, Rahata, Shri Pradip Balote, SBI, Loni, guided the students in month of Jan. 2017.
- Dr. D.K Mhaske, Principal Shrigonda College, delivered a talk on Developing Scientific Approach among Students on the occasion of inaugural function of Science Association on 20th Sept. 2016. Science exhibition was also organized.
- Dr. Ashok Shinde, Principal, Newasa College, delivered a lecture on Importance of debate, eloquence, and poetry writing on the occasion of Inauguration of Kala Association on 27th Sept. 2016.
- Faculty and Students paid tribute to Missile Man Dr. A.P.J. Abdul Kalam on 28th July, 2016
- Principal, Faculty and Students took pledge on the occasion of Sadbhavana Day on 20th Aug 2016
- Padmashri Vikhe Patil Birth Anniversary was celebrated on 18th Aug. 2016
- Judo-Karate Training Program was organized for women for self protection on Aug. 2016. In which Miss Anjali Devkar (international Wrestler) gave the practical training to the students.
- The institute organized rallies on the occasion of Gandhi Jayanti on Samarth Bharat Abhiyan, Nirmal Gram Abhiyan, Road safety Abhiyan and No Smoking Rally on 2nd and 5th Oct. 2016
- The college celebrated "Reading Inspiration Day" and also held Book exhibition on the occasion of Birth Anniversary of Late Dr. A.P.J. Abdul Kalam on 15th Oct. 2016
- The institute organized Girls' Volley- Ball Inter-Collegiate Competition in 17th Sept. 2016. Seventeen teams of various colleges actively participated in this competition.
- Interfaculty Sport Competitions were organized on 24th to 25th Jan.2017
- Annual Prize Distribution Program was held on 30th Jan. 2017.

Criterion – IV**4. Infrastructure and Learning Resources**

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area (In Acre)	9.30	00	0	0
Class rooms	12	00	00	12
Laboratories	09	00	00	09
Seminar Halls	01	00	00	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	03	02	University Grants	05
Value of the equipment purchased during the year (Rs. in Lakhs)	00	2.25	University Grants	2.25
Others (Construction of Parking Shade)	01	01	University Grants	02

4.2 Computerization of administration and library

The college has office and library management software 'Vruddhi' that compiles the students and staff information. It features admission module, examination module, account module, payroll module, library module, OPAC etc.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	7716	1082264	1684	265835	9400	1348099
Reference Books	3052	689365	1031	300732	4008	990097
e-Books (N-List)	135000	5000	-	-	135000	5000
Journals	28	22120	13	15500	13	15500
e-Journals (N-List)	6000	-	6000	-	6000	*
Digital Database (N-List)	1	-	1	-	1	5000
CD & Video	61	15366	-	-	61	15366
Others (Student Project)	61	-	--	-	61	-
Newspaper	11	--	06	5217	06	5217

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	42	01	BSNL 1.2 mbps	Library , Dept. Of English, Computer Lab	01	Vrddhi Software	--	--
Added	00	00	---	--	--	--	--	--
Total	42	01	**	03	01	01	--	--

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

- Net Banking for Staff
- Cyber Security for Students

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.37
ii) Campus Infrastructure and facilities	3.10
iii) Equipments	0.35
iv) Others	0.25
Total :	4.07

Criterion – V**5. Student Support and Progression****5.1 Contribution of IQAC in enhancing awareness about Student Support Services**

The institute takes efforts to render student support services. IQAC plays vital role in enhancing awareness of these services. The following are means to create awareness among students regarding the support services.

- **Academic calendar:** IQAC prepares academic calendar. It mentions all the activities regarding the student supports.
- **Prospectus and handouts:** At beginning of the academic year, the college distributes the handout mentioning the information of student support services and they are also mentioned in the prospectus given to students at the time of admission.
- **Website:** The details of student support services and activities are displayed on the institute website time to time.
- **Meetings of students council** with IQAC are held frequently to share the information.
- **Welcome Speech:** The principal holds a welcome Talk with new entrants and gives detail information regarding academic and students support services.
- This information is circulated through notices and students are made aware of these services.

5.2 Efforts made by the institution for tracking the progression

The following are some of the measurements for tracking the progression.

- Academic audit is conducted bi-annually, which help to track the progression.
- Regular assessment of the students' progression is observed through test-tutorial, term end exam , project reports
- Number of students placed in employment, self-employment and service sectors shows the progress of the students.
- Number of students go for higher education
- Feedback of Alumni in the meetings on their present employment help us to track the progression

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
666	67	--	--

(b) No. of students outside the state

(c) No. of international students

	No	%
Men	439	59.90

Women

No	%
294	40.10

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
328	134	37	285	02	786	340	120	20	253	02	733

Demand ratio 1:1

Dropout % 3.57

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

- Competitive Exam and placement Cell: The college has established competitive Exam and placement cell. The lectures of well-known faculty are organized on career guidance and competitive exams.
- Every year, the cell organizes guest lectures series to motivate students and guide them for competitive exam.
- One day Workshop was organized on 'Preparing for Competitive Exams' during this academic year
- Library gives free access to students and created separate section of books for competitive exam in Central library
- Free internet with wi-fi facility is provided in the campus.

No. of students beneficiaries

70

5.5 No. of students qualified in these examinations

NET	-	SET/SLET	-	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	03

5.6 Details of student counselling and career guidance

The college constituted a committee, which plans the various activities to be conducted in the academic year. During the academic year, two meetings were organized. The following are the activities and lectures organized:

Sr. No.	Details of Activity	Name of the Resource Person	Designation	Date of Program
1.	MPSC and Competitive Exams	Shri. Milind Shinde	Dy.. S.P , Shrirampur	02/01/2017
2.	Banking Exams Guidance	Dr.A.D. Divekar	C.A. Sangamner	02/01/2017
3.	Opportunities In Banking Sector	Mr. Pradip Balote	Associate Officer, SBI, Loni	02/01/2017
4.	Girls and Competitive Exams.	Mrs. Dwaraka Dokhe	PSI, Rahata	02/01/2017

232

No. of students benefitted

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
--	--	--	22

5.8 Details of gender sensitization programmes

- Anti-Sexual Harassment Committee
- HB checking in NSS Camp of Girls
- Guest Lecture on Women Empowerment:

Sr. No.	Program	Name of Expert with designation	Date
4.	Personality Development	Dr. Suwarna Benake, Sangamner College	07/02/2017
1.	Health and Diet of Girls	Dr. Swati Mhaske, Gynaecologist, Rahata	08/02/2017
3.	Women Empowerment	Mrs. Lilawati Sarode, Principal, Babhaleshwar	08/02/2017
2.	Women's Role and Law	Mrs.Dwaraka Dokhe, PSI, Rahata	09/02/2017

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	35	70,500 /-
Financial support from government	266	26,59,140 /-
Financial support from other sources	362	3,15,662 /-
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

Providing quality education in emerging fields to produce knowledgeable and cultured human resource for the upliftment of the rural masses through appropriate education and contributing to the process of national development.

Mission

- Upliftment of rural masses through appropriate education.
- To empower socially, economically and educationally marginalized sections of the rural society of the region.
- To produce a new generation of students for contributing to the future knowledgeable society.

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

- **University Curriculum:** The college is affiliated to Savitribai Phule Pune University and it follows the syllabi developed and revised by the BoS of University.
- **Teacher's participation in syllabus framing workshop:** Teacher participate in the workshops held on the curriculum development and revision, in which they give some valuable suggestion derived from the students' feedback taken on curricula.

6.3.2 Teaching and Learning

- Academic calendar and teaching plan are prepared at beginning of each academic year.
- Use of ICT and other of teaching methods Lecture , GD, Student's Seminar, Experiment method, Industrial visits, Study Tours, Demonstration, star batch, project based learning,
- Monitoring teaching by IQAC ; Observation of Lectures by HoD, IQAC Meeting with HoDs, suggestion for improvement in teaching and practical communicated to respective teachers through Principal, Record of Lectures and practical
- Feedback: Students feedback on teachers and teaching
- Bridge and remedial courses for slow learners and Extra coaching for Advanced learner

6.3.3 Examination and Evaluation

- Continuous assessment through test, tutorials, practical, oral,
- University Exam and evaluation pattern if Followed
- Centralized Term End Exam for Arts and Commerce
- Semester pattern for UG Science & Choice based credit system for PG
- Provision for Photocopying of answer papers.
- Rechecking and revaluation system of answer books is available

6.3.4 Research and Development

- Research Coordinator is appointed for smooth conduction of research activities
- Research Committee for internal assurance of research activities
- Promoting faculty to undertake minor and major research projects
- Duty leave, Infrastructural facilities : Library, Computer Lab. , ICT, various allowances for researchers
- Encouraging students to carry out research and participate in Research Competition like Avishkar

6.3.5 Library, ICT and physical infrastructure / instrumentation

	Newly added	
	No.	Value
Text Books	1514	245610
Reference Books	354	123109
e-Books (N-List)	135000	-
Journals	28	22120
e-Journals (N-List)	6000	-
Digital Database (N-List)	1	-
CD & Video	-	-
Others (Student Project)	25	-
Newspaper	--	--

Infrastructure and Instrumentation

Sr. No.	Details	Source of Funding	Amount in Rs.
1.	Sports Equipment	SPPU Pune	1,00,000
2.	LED TV	SPPU Pune	1,25,000
3.	LCD Projector	PRES	35,000
4.	Lab. Equipment	PRES	1,56,000
5.	Printers	BCUD	18,000

6.3.6 Human Resource Management

- Workload Distribution:
- Time management
- Assignment of Duties of Co-curricular, extra-curricular and extension activities
- Involvement in research and field activities
- FIP implemented for teaching and Non- teaching staff
- Distribution of work responsibilities of teaching and non-teaching staff

6.3.7 Faculty and Staff recruitment

Govt. Of Maharashtra allowed to fill up 50% grantable vacant positions. Due to this policy, two grantable positions of teaching and two positions of non-teaching were vacant during the academic year 2016-17. But, institution filled up these vacant positions on temporary basis for the academic year.

6.3.8 Industry Interaction / Collaboration

- Shri. Sarandhar Nirmal Chairman, Prabhat Milk Processing Industry, Shirampur, delivered a talk on Self Employment for Students of B.Com.
- Students visited Jagtap Agro and Construction Ltd. Chincholi, Rahuri and had discussion with staff and management .
- Krishi Vidhyan Kendra, Babhaleshwar helps students regarding the seri-culture, Horti-Culture, Nursery Development etc.

6.3.9 Admission of Students:

Institute constitutes an admission committee for counselling the students, which includes the members of different faculty. At the beginning of the academic year, the committee prepares the prospectus, which provides all information of admission process. The same information is also published on the website of the institute. Admission process is adopted as per the norms and regulations of University and State Govt.

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> • Provident Fund for Non Grant Staff. • Loan facility for housing and child education
Non teaching	<ul style="list-style-type: none"> • Provident Fund for Non Grant Staff. • Loan facility for housing and child education
Students	<ul style="list-style-type: none"> • Poor Boys Fund • Earn and Learn Scheme for economically backward student • Book bank facility • Students' Insurance

6.5 Total corpus fund generated : **Rs. 2,51,300/- for Poor boys Fund and Earn and Learn Scheme**

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	-	Yes	PRES
Administrative	No	-	Yes	PRES

6.8 Does the University/ Autonomous College declares results within 30 days? **Not Applicable**

For UG Programmes Yes No

For PG Programmes Yes No

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

Not Applicable

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

Not Applicable

6.11 Activities and support from the Alumni Association

- Alumni association of the college organized lecture series on various topics.
- Some alumni have donated books to the departmental library.
- Alumni offered a lunch during NSS camp to the volunteers.

6.12 Activities and support from the Parent – Teacher Association

- A few parents delivered lectures on yoga, personality development and health awareness.
- Some parents allowed teachers to visit their agriculture, poultry, dairy farms and nursery units etc. for students' practical and research.
- Parents gave feedback and suggestion related curriculum and employment available in the market, Based on parents' feedback, the institute introduced skill-oriented courses.

6.13 Development programmes for support staff

- Computer Literacy Program was conducted for non-teaching staff
- Administrative staff participated in a workshop on 'HTTE Sevarth Software' training sponsored by Govt. of Maharashtra.
- Internet Banking Training program was conducted.

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

- **Tree Plantation:** On the occasion of Tree plantation day 10 July 2016, All students and staff planted various trees in empty places like temple area, market area and sides of road.

- **Energy Conservation:** Efficient and Eco-friendly electronic devices and equipment are used in college building to save the electricity.
- **Rainwater harvesting:** Rain water is channelized towards Bore-well to increase the ground water level. Rainwater is also collected in under- ground tanks. This water is utilized in whole campus for different use throughout the year.
- **Waste- management:** All drainage is passed out through sewage pipe. Solid waste is buried to create bio-fertilizers and used for plants
- **E- waste management:** E-wastage is collected as dead stock by store department and sent to PRES
- **Campus Cleaning Abhiyan:** The students and staff actively participate in campus cleaning Abhiyan which is organized on every fortnight.
- **Clean India Mission:** The institute has taken initiative to actively participate in Clean India Mission. As a part of it, NSS volunteers every week clean the college campus.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- **Book Bank Facility:** The institute has introduced the book bank facility for economically backward, ST, SC students from the academic year 2016-17. Through this scheme, the set of 6 to 12 books is provided to students for the academic year. 76 boys and 82 girls have been benefited of this scheme.
- **Granthalay Samruddhi Yojana (GSY):** Teaching faculty and non-teaching staff has donated 120 books of Rs. 15,843/- to the central library of college.
- **Film Club:** The institute has constituted a film club Committee. Through this club, film festival is organized for a week in month of December. In festival, different types of movies are screened.
- **Physical Fitness Training:** The College has initiated Physical Fitness Training program for those students who wanted to go in the services of Police and defence. This training program has benefited 42 students.

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

Plan of action	(A T R)
Plan to continue a certificate course in Communication Skills and Computer Literacy.	The Principal took the meeting with students of First Year B.A./B.Com and Bsc. Principal encouraged them to actively participate in Computer literacy program. He also held meeting with last year students of B.A./B.Com and Bsc. and motivated them for enrolling their names for a certificate course in Communication Skills. As a result, 55 students completed a Course in Communication Skills and 258 students were enrolled for Computer literacy program.
To organize a national Level Seminar On IQAC	At the beginning of the academic year, the college, sent a proposal of national seminar to BCUD, SP Pune university, Pune. IQAC has been sanctioned the amount of Rs. 2,00,000 /- . The seminar was organized on the topic of Role of IQAC in 'Enhancing Quality of Education and Research' on 17th & 18th Jan. 2017. Students of UG and PG have participated in the seminar.
To motivate teachers to participate in Faculty Development Program	50 percentage teachers participated and successfully completed orientation, refresher and short term training programs.

To organize inter-collegiate Sport Competition	The institute organized Girls' Volley- ball Inter-Collegiate Competition in Sept. 2016. Seventeen teams of various colleges actively participated in this competition.
To continue the MoUs with various institution and Industries.	The Institute has made MoU with Pravara Sugar Factory, Nizarneswar dairy, Krishi Vighyan Kendra Babhaleshwar during the academic year for research and experiments.
To enhance the research activity	To improve the quality of research work, the college constituted a committee of research experts to motivate, guide, and scrutinize the quality of research projects and papers. It also suggested to involve in minor / major research and M.Phil. /Ph.D. programs. Three faculty members submitted minor Research projects proposal and Five faculty have been registered for Ph.D. program.
To begin the coaching classes for competitive Exam.	The meeting of the staff and students were held at the beginning of the year and decided to begin the coaching classes for competitive exams. As the result, 42 students enrolled their names and are benefited of the classes.

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

- **Granthalay Samruddhi Yojana (GSY)**
- **IT-KIOSKS Center for villagers** (Annexure- III)

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

University has implemented a course in "Environment Awareness" for Second year under-graduate students. College students have adopted the trees in campus for its maintenance and development.

- **Tree Plantation:** On the occasion of Tree plantation day 10 July 2016, All students and staff planted various trees in empty places like temple area, market area and sides of road.
- **Energy Conservation:** efficient and Eco-friendly electronic devices and equipment are used to save the electricity.
- **Rain water harvesting:** Rain water is channelized towards Bore-well to increase the ground water level. Rain water is also collected in under- ground tanks. This water is utilized in whole campus for different use throughout the year.
- **Waste- management:** All drainage is passed out through sewage pipe. Solid waste is buried to create bio-fertilizers and used for plants

- **E- waste management:** E-wastage is collected as dead stock by store department and sent to PRES
- **Campus Cleaning Abhiyan:** The students and staff actively participate in campus cleaning Abhiyan which is organized on every fortnight.
- **Clean India Mission:** The institute has taken initiative to actively participate in Clean India Mission. As a part of it, NSS volunteers every week clean the college campus.

7.5 Whether environmental audit was conducted? Yes No

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

Strengths, Weaknesses, Opportunities and Threats (SWOT)

Strengths:

- NAAC accredited 'A' grade college
- Good governance and management
- Permanently affiliated to Savitribai Phule Pune University, Pune
- Included under 2(f) and 12 (B) of the UGC Act, 1956
- Eco-Friendly campus with spacious building
- Along with traditional courses college offers 4 skill and job oriented certificate courses, remedial courses and bridge courses
- Well qualified and experienced teaching staff
- Well equipped laboratories and gymnasium
- Tradition of constantly good academic results
- Organization of Curricular/ Co-curricular and Extra- Curricular events regularly

Weaknesses:

- No recognized research centre
- Non-grant B.Sc. and M.Com. programmes
- No authorized Bus-Stop at the main gate of the college
- For residential students no hostel facility available
- Consultancy services are limited.
- Less number of MoUs signed

Opportunities:

- Face for National Assessment and Accreditation Council
- To start few UG and PG level program
- To start UGC sponsored professional courses
- To strengthen Placement and competitive exam. Centre

Threats:

- To increase the number of student Placement.
- To increase attendance and admission
- To strengthen research activities of staff and students
- Participation of students in competitive exam
- To organize more industrial visits

8. Plans of institution for next year

- To begin courses of Maharashtra state skill development society
- To organize national level seminar on Goods and Service Tax (GST)
- To organize State Level seminars in Languages and Physics
- To organize inter- collegiate sport competitions
- To construct Auditorium in campus
- To submit proposal for Maths for UG Program and M.Sc. in Analytical Chemistry to SP University of Pune.
- To Begin 'Poor Boys Help Scheme' for economically and Socially Backward Students.
- To increase MoU with Industries, research institutions and other educational institutions.

Name : P.B. Vikhe



Signature of the Coordinator, IQAC

Name : Dr. S.R. Walunj



Signature of the Chairperson, IQAC

Annexure I

Academic Calendar (2016-17)

Sr. No.	Month	Date	Particulars	Holidays	Working Days
1	June-2016	06	Declaration of First Year B.A., B.Sc. ,and B.Com Results	19,26 (Sunday)	14
		07	Admission Committee Meeting		
		15	Commencement of First Term, Staff Meeting, Add- on Courses		
		16	Time Table Committee		
		20	Library Advisory Committee Meeting		
		21	International Yoga Day		
		23	Admission Committee Meeting		
		27	NSS Advisory Committee Meeting		
2	July-2016	30	IQAC Meeting	03,10,17,24,31 (Sunday) 06 Ramjan Id	25
		01	HOD & Staff Meeting		
		04	Welcome Speech By Principal		
		06	Ramjan ID		
		07	Proposal Committee Meeting		
		11	SWB committee Meeting, World Population Day		
		13	Meeting with Earn & Learn students		
		15	Gymkhana Committee Meeting		
		20	PG Admission Process		
		22	NSS Activity		
		23	Lokmanya Tilak Jaynti		
		26	Inaugural of Literary Association		
		28	Unit Test		
29	Unit Test, Research Committee Meeting				
30	Unit Test				
3	Aug-2016	01	Lokmanya Tilak Death Anniversary Annabhu sathe Jayanti	07,14,21,28 (Sunday) 15,Independence Day	26
		02	Inaugural of Commerce Association		
		03	Inaugural of Science Association		
		04	Women Empowerment Programme		
		06	HOD & Staff Meeting		
		10	Student Welfare Programme		
		12	Elocution Competition		
		13	Essay Writing Competition		
		15	Independence Day		
		17	Padmashri Birth Anniversary Programme		
		20	Sadbhavana Din		
		22	Inter-collegiate Handball Completion		
		25	Competitative Exam Guidance		
		29	Unit Test ,National Sport Day		
30	Unit Test				
31	Unit Test				
4	Sep-2016	01	Student Council Meeting	04,11,18,25 (Sunday) 15, Anant Chaturdashi	25
		02	HOD & Staff Meeting		
		05	Teachers Day ,Ganesh Chaturthi		
		06	Students' Health Check up		
		07	Students' Health Check up		
		08	Students' Health Check up		

		12	Competitative Exam Guidance		
		13	NSS Activity		
		14	Hindi day		
		15	Anant Chaturdashi		
		17	Exam Committee Meeting		
		19	Placement Committee Meeting		
		20	Literary Association Programme		
		21	Commerce Association Programme		
		22	Science Association Programme		
		24	NSS Day		
		28	Unit Tests		
		29	Unit Tests		
		30	Unit Tests		
5	Oct-2016	01	Student Council Meeting	02,09,16,23 (Sunday) 11, Vijayadashami	19
		02	Ahimsa Din		
		03	Exam Committee Meeting		
		04	Library Advisory Committee Meeting		
		06	Research Committee Meeting		
		10	University Exam Start		
		11	Vijayadashami		
		12	Moharam		
		13	Term End Exam Start		
		22	HOD & Staff Meeting		
		24	Diwali Vacation Start		
6	Nov-2016	21	Commencement of II Term	27, (Sunday)	09
		22	HOD & Staff Meeting		
		25	Students Council Meeting		
		26	Constitution Day		
		28	Mahatma Jyotiba Phule Punyatithi, CAP		
		29	IQAC Meeting		
7	Dec-2016	01	World AIDS day, Students Council Meeting	04,11,18,25 (Sunday) 12, Id-e-milad 25, Christmas	26
		06	Dr. B.R. Ambedkar Death Anniversary		
		07	NSS Activity		
		10	Human Rights Day		
		12	Id-E-Milad		
		18	NSS Camp Start		
		24	NSS Camp Valedictory Function		
		26	Extra Mural Lecture Series		
		25	Christmas		
		27	Extra Mural Lecture Series		
		28	Extra Mural Lecture Series		
		29	Unit Tests		
		30	Unit Tests		
		31	Unit Tests, HOD Meeting		
8	Jan-2017	02	Students Council Meeting	01,08,15,22,29 (Sunday) 26 Republic Day	25
		03	Savitribai Phule Yayanti , SW Activities Starts		
		05	NSS Activity		
		06	Campus Interviews Organization		
		09	Commerce Festival Starts		
		12	National Youth day		
		14	Geography Day		
		16	Annual Sports Competition start		
		20	Cultural Committee Meeting		
		21	Blood Donation Camp		

		23	Unit Tests		
		24	Unit Tests		
		25	Unit Tests		
		26	Republic Day ,HOD & Staff Meeting		
		30	Annual Cultural Programme		
		31	Annual Prize Distribution & Alumni Meet		
9	Feb-2017	01	Students Council Meeting	05,12,19,26 (Sunday) 19,Chattrapati Shivaji Jayanti	24
		02	Educational & Industrial Visits		
		06	Organization of Guest /Expert Lecture series		
		08	HOD & Staff Meeting		
		09	NSS Activity		
		10	National , State Seminars Organization		
		16	Film Festival		
		17	Film Festival		
		18	Film Festival		
		19	Chatrapati Shivaji Maharaj Jayanti		
		22	Graduation Ceremony		
		25	Unit Tests		
		27	Unit Tests		
		28	Unit Tests		
10	Mar-2017	01	Student Council Meeting	05,12,19,26 (Sunday)	27
		08	World Women's Day		
		10	Exam Committee Meeting		
		13	Farewell Function		
		14	Farewell Function		
		15	Farewell Function		
		17	HOD & Staff Meeting		
		20	University Exam.Start		
		23	Stock Checking		
		24	Stock Checking		
		27	Magazine Committee Meeting		
11	Apr-2017	05	Magazine Committee Meeting	02,09,16,23,30 (Sunday)	25
		11	Admission Committee Meeting		
		14	Dr. B. R. Ambedkar Jayanti		
		20	IQAC Meeting		
		23	World Book Day		
		27	Padmashri Death Anniversary		
		29	HOD & Staff Meeting		

Annexure -II**Feedback Analysis**

Arts, Science and Commerce College Kolhar

Feedback Analysis Report

List of the Faculty

Year: 2016-17

Sr. No.	Name of Faculty	Subject	Feedback Score (Out of 4)
1.	Dr. R. L.Salalkar	Marathi	3.5
2.	Dr. N. A. Shinde	Marathi	3.4
3.	Mr. P. T. Tupe	Hindi	3.5
4.	Dr. B. N. Navale	Hindi	3.4
5.	Mr. P. B. Vikhe	English	3.4
6.	Mr. R. S. Mali	English	3.2
7.	Dr. S. N. Dalimbe	Geography	3.6
8.	Mr. A. A. Landge	Geography	3.5
9.	Mr. A. D. Bidger	History	3.3
10.	Dr. G. R. Deshmukh	Economics	3.5
11.	Mr. P. S. Auti	Politics	3.6
12.	Mr. A. S. Pathan	Physics	3.4
13.	Mr. V. R. Kadu	Chemistry	3.3
14.	Mr. A. K. Kharde	Chemistry	3.6
15.	Dr. P. S. Vikhe	Botany	3.6
16.	Dr. P. D Pulate	Zoology	3.5
17.	Miss. A. B. Gite	Zoology	3.4
18.	Mr. V. G. Dighe	Commerce	3.5
19.	Dr. V. A. Kharde	Commerce	3.5
20.	Dr. A. A. Vikhe	Commerce	3.4
21.	Dr. R. A. Dighe	Commerce	3.3

Annexure -III

A) Granthalay Samruddhi Yojana (GSY)

B) IT-KIOSKS Center for villagers

A) 1. Title of the Practice: Granthalay Samruddhi Yojana

2. Goal:

- To enrich and strengthen the central Library of the College
- To give the more access of library to its users.

3. The Context:

The Institution is located in rural area, due to which many students face difficulties in upgrading the knowledge and skills. Since inception of the college, the central library has been struggling to increase the number of books and its users. The Staff of the college has unanimously decided to donate a few books to library every years and strengthen the library, so the students from rural background can be easily availed the world knowledge at Library.

4. The Practice:

Apart from the funds received from Management and U.G.C. for purchasing books, Teaching and Non teaching staff have initiated to donates some amount or books to the library. During the academic year, 2016-17, the staff and students have donated 120 books of Rs. 15,843 /-

5. Evidence of Success:

- The record of Granthalay Samruddhi Yojana has been maintained in the Library.
- Because of the scheme, Students can access more number of books from library apart from text and reference books.
- Students have given positive feedback regarding the scheme.

6. Problems Encountered and Resources Required:

- Since there is small number of faculty, the number of books and amount is comparatively less.
- We are planning to involve the participation of the students and alumni in the scheme.

B) 1. Title of the Practice: “IT-KIOSKS Center for villagers”

2. Goal:

- To develop nexus between globalize world and rural community
- To provide necessary knowledge through ICT to farmers, students, senior citizens, women of rural area

3. The Context:

- The institute is located in rural area. The rural society faces many challenges handling and use of Information and Technology ,with this view Padmabhusan Dr. Balasaheb Vikhe Patil has started this project in the rural area of Pravara
- The institution has started IT KIOSKS center at adopted village *chincholi* to meet the needs of villagers
- To develop a nexus between education institution and society for manual benefits by socio-economic and culture transformation.

4. The Practice:

- IT KIOSKS centre provides information about agriculture market prices, weather conditions, weather forecast, natural disaster warnings, welfare schemes of the central and state governments, health and sanitation, results of the examinations conducted by the Government and private educational institutions, information on courses offered by educational institutions, employment news to villagers
- This activity consists user friendly interface in the local language have been all required information needed for the rural community.
- Provides audio-video information to farmers and students

- Farmers get information regarding the agricultural innovative technologies and medical facilities by video conferencing with KVK, Babhaleshwar and PMT, Loni
- The student can get educational information viz. Online form, result, email, job advertisement, e-learning etc.
- All the above facilities are provided free of cost to the native people

5. Evidence of Success:

- Farmers get day to day market position of commodity and knows up-down in market
- It helps students to fill various online applications i.e. exams, scholarships etc especially SSC , HSC and college students
- Farmers get solution regarding their fruit product problems by tele-conferencing with KVK, Babhaleshwar
- The economically poor villagers are benefited by telemedicine scheme of PMT, Loni

6. Problems Encountered and Resources Required:

- Illiteracy and traditional mindset of villagers is main obstacle to run this activity
- Sometimes connectivity from BSNL disturbs