

## The Annual Quality Assurance Report (AQAR) of the IQAC

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. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

#### I. Details of the Institution

1.1 Name of the Institution

Arts & Commerce College, Pusegaon

1.2 Address Line 1

A/p Pusegaon Tal- Khatav Dist- Satara  
Pin- 415502 State - Maharashtra

Address Line 2

A/p Pusegaon Tal-Khatav Dist –  
Satara Vaduj Road

City/Town

Pusegaon

State

Maharashtra

Pin Code

415502

Institution e-mail address

accp\_puse@yahoo.in

Contact Nos.

02375-260637

Name of the Head of the Institution:

Prin. Dr. S.M. Kamble

Tel. No. with STD Code:

02375-260637

Mobile:

9890706292

Name of the IQAC Co-ordinator:

Prof. Smt. Bagwan N.A.

Mobile:

9881999275

IQAC e-mail address:

iqacpuse@gmail.com

1.3 NAAC Track ID (For ex. MHCogn 18879)

12736

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/61/RAR/35 dated 15Sept,2012

1.5 Website address:

www.erayat.org/accp

Web-link of the AQAR:

www.erayat.org/accp

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 <sup>st</sup> Cycle	C++	67.35	2004	2009
2	2 <sup>nd</sup> Cycle	B	2.29	2012	2017
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

20/6/2004

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

2014-15

**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 2011-12 submitted 30/09/2012 (DD/MM/YYYY)
- ii. AQAR 2012-13 submitted 28/09/2013 (DD/MM/YYYY)
- iii. AQAR 2013-14 submitted 30/09/2014 (DD/MM/YYYY)
- iv. AQAR 2014-15 submitted 30/9/2015 (DD/MM/YYYY)

**1.10 Institutional Status**

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

**1.11 Type of Faculty/Programme**

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

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

Shivaji University Kolhapur

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

03

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

05

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

01

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and  
community representatives

01

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

01

2.9 Total No. of members

12

2.10 No. of IQAC meetings held 06

2.11 No. of meetings with various stakeholders: No.  Faculty   
Non-Teaching Staff  Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes  No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

9 – Workshops under Lead College Scheme and one National Level Seminar on FDI in India

2.14 Significant Activities and contributions made by IQAC

1. Provided quality education to all, irrespective of caste, creed and religion, economic status or physical health.
2. Encouraged faculty members to generate resource by way of submitting research projects.
3. Development of teaching-learning skill by organizing seminar and workshop.
4. To enhance students amenities and facilities and to encourage students to involve in NSS, and other social activities
5. The feedback from the students has actively been reviewed and recommendations have been made to the management.
6. Implemented pre- placement training program for the students

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**

- 1) To conduct the meeting of IQAC.
- 2) To make the efforts for beautification of campus.
- 3) To enrich Library & Laboratories.
- 4) To motivate the teachers for educational activities
- 5) To encourage the students for Building their overall development.
- 6) To prepare the proposal for developing grants from UGC & BCUD NMU-Jalgaon.
- 7) To encourage the various departments to conduct invited talks by experts from respective fields.

**Outcome**

- 1) Conducted 6 meetings of IQAC in a year.
- 2) Tree Plantation done by students.
- 3) Purchased new books, periodicals, reference books, equipments and chemicals as per requisitions.
- 4) UGC has sanctioned minor research projects.
- 5) Some of the faculty members presented papers in State, National and International Conferences/seminars.
- 6) Some of the Faculty members published papers in National & International Journals.
- 7) Encouraged the students for competitive examinations and career selection.

*\* Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body      Yes       No   
Management       Syndicate       Any other body

Provide the details of the action taken

Action Plan as given above

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	2			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				03 COC
Others				01
<b>Total</b>	2			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	2
Trimester	-
Annual	4

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*

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

The UG Programmes are revised regularly by university

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

Nil

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
18	13	05	-	-

2.2 No. of permanent faculty with Ph.D.

02

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
13	-	05	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

-

04

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	08	20	13
Presented papers	08	16	13
Resource Persons	-	3	3

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

1. Teaching faculty & students are encouraged to use latest technology such as internet facilities in teaching learning process.
2. Students are encouraged to conduct the classes from high schools in order to increase their confidence level, stage daring and fluency in English language.
3. Faculty members are provided with LAP TOPS by the institution to support ICT.
4. Presentation and Interactive sessions of students, Guest Lectures are organized.
5. For research motivation , projects are given to the students.
6. Conducted various debate, elocution, quiz competitions and group discussions.

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

253

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding,

Nil



Double Valuation, Photocopy, Online Multiple Choice Questions)

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

		Nil
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2.10 Average percentage of attendance of students

80%
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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. III	81	05	40	24	05	86.42
B.Com III	64	04	13	40	02	92.19

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

IQAC in its meeting with faculty members advises them to prepare Annual Plan at the beginning of each session, assign syllabus to the departmental teachers, prepare time schedule for term tests & to conduct term review meetings. It also collects annual reports from the departments and assesses their performance and progress. IQAC also suggests the departments to organize seminars, increase the publication organize educational tours & excursions. In this way IQAC monitors and evaluates the teaching & learning processes of the college.

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	01
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	-

## 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	05	03	--	--
Technical Staff				

## Criterion – III

### 3. Research, Consultancy and Extension

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

IQAC encourage the teachers to undertake major/minor research projects sponsored by -UGC & BCUD and provide necessary facilities & assistance. IQAC encourage the teachers and students to present papers in international, national and state level seminars and conferences. It also stimulate the teachers for book writing

#### 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	01		90000	01
Outlay in Rs. Lakhs		03	516000	

#### 3.4 Details on research publications

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

#### 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	14-15	UGC	516000	
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		01		09	
Sponsoring agencies					

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College   
 Total

3.16 No. of patents received this year

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

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

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

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

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
 National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
 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  College forum   
NCC  NSS  Any other

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

N.S.S Special seven days residential camp  
Shri. Sevagiri Rathautsav, Pusegaon  
Shri. Sevagiri District level Youth Festival

## 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	3 Acres 38 R			3 Acres 38 R
Class rooms	13+3			
Laboratories	02		UGC Funded	02
Seminar Halls				
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

#### 4.2 Computerization of administration and library

Office administration is fully computerized & Library

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	10770	32	816	12	11631	44
Reference Books	3148	12	301	18	3449	30
e-Books	25	-	05	-	30	-
Journals	24	-	04	-	28	-
e-Journals	04	-	01	-	05	-
Digital Database	-	-	-	-	-	-
CD & Video	210	-	-	-	210	-
Others (specify)	1245	-	125	-	1370	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	40	02	Yes	-	32	04	05	-
Added								
Total	40	02	Yes	-	32	04	05	-

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

Spoken English course and Tally course

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

i) ICT	10645
ii) Campus Infrastructure and facilities	-
iii) Equipments	14800
iv) Others	-
<b>Total :</b>	25445

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The college has Disciplinary committee, Anti-Ragging Committee and the Committee against Sexual harassment of Women. These Committees take care of day to day student support as and when needed. The IQAC regularly interacts with these committees. Apart from this there is a suggestion box at the entrance of the college to receive the grievance of students, which is also regularly checked and the student grievances redressed. Scholarship, Free ship , S.A funds are provided and facilities for differently able students . There is College Magazine and Notice board to enhance awareness. Industrial Visits and excursions are organized.

#### 5.2 Efforts made by the institution for tracking the progression

- 1.Feedback from students is collected and analyzed.
2. Suggestion box is maintained.
3. Student counselling cell is at work and lastly through result evaluation.
4. Self Appraisal

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

UG	PG	Ph. D.	Others
667			

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

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

-
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Men	No	%	Women	No	%
	-	-		-	-

No	%
-	-

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
390	56	-	177	-	623	441	49	01	174	02	667

Demand ratio 1:16

Dropout % 6.02

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

1. Lecture series are organized.
2. Library with study room, internet facility, journals and newspapers is provided.
3. Guest lecturers are invited.
4. Faculty members and students are encouraged to attend Workshops of Competitive Exam.

No. of students beneficiaries

205

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

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

#### 5.6 Details of student counselling and career guidance

Student counselling cell is at work and Competitive Examination Guidance Centre provides career guidance.

No. of students benefited

205

#### 5.7 Details of campus placement

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

#### 5.8 Details of gender sensitization programmes

Organized lecture and Workshop on gender sensitization programme.

#### 5.9 Students Activities

##### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

##### No. of students participated in cultural events

State/ University level  National level  International level



5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution (S.A Fund)	11	5740
Financial support from government	172	288910
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: \_\_\_\_\_

## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

**Vision of the College:**

The Arts and commerce college Pusegaon wishes to be a pioneer among the rural, hilly and drought-prone area providing value based education and tapping latent potentials lying in the rural areas to generate human resource equipped with contemporary skills eventually needing for nation building.

**Mission of the College:**

To inculcate the value of labour and education through self-help.

- To build-up character of students through value-based education.
- To contribute in the development of economically backward area by helping the rural students to get quality education and to facilitate them with modern stream of courses.
- To bring about the overall progress of the students with purposeful approaches and skills.

6.2 Does the Institution has a management Information System

Yes

Rayat Shikshan Sanstha, Satara

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

6.3.1 Curriculum Development

Certificate Courses are introduced. Balwadi Sevika Training and English Translation and Communicative Proficiency for B.A. And Tally Package for B.Com.

6.3.2 Teaching and Learning

The coordinator of IQAC is invited to heads' meeting with the Principal for suggestion in the development of the institution. As the coordinator is in live contact with each department, teacher and student, he/she is able to analyze and understand the needs of institution, teachers and students.

6.3.3 Examination and Evaluation

1. Continuation evaluation by MCQs
2. Assignments and projects
3. Internal evolution process reset

6.3.4 Research and Development

1. Students are sent to participate National Seminars & paper presentation
2. Research fellow must present their work before Research Committee before writing the Synopsys and Thesis

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library will be upgraded with RFID and more Computers

6.3.6 Human Resource Management

All faculty members are involved in different activities.

6.3.7 Faculty and Staff recruitment

Depends on government policy. But management recruits Adhoc faculty as per demand.

6.3.8 Industry Interaction / Collaboration

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6.3.9 Admission of Students

First come First Serve

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	√		√	
Administrative	√		√	

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

For UG Programmes      Yes     No

For PG Programmes      Yes     No

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

Nil

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

NA

6.11 Activities and support from the Alumni Association

Annual Meeting organised .Supports morally.

6.12 Activities and support from the Parent – Teacher Association

One Parent-Teachers' Meeting per Semester is conducted. Suggestions are incorporated by day to day suggestions

6.13 Development programmes for support staff

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

Green campus, Tree Plantation

## 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.

Inovation are introduced as given below---

- 1) Ganesh idol has not been immersed during the Ganesh chaturthi to avoid the water pollution as well as to keep environment balance by making interaction with people.
- 2) Facilitation for Quality Improvement Programmes: Number of quality programme has been organized and enhanced.

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

The Action Taken Report (ATR) is attached

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

Attached Please see *Annexure*

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

7.4 Contribution to environmental awareness / protection

Tree plantation  
Environmental awareness Programmes were organised

7.5 Whether environmental audit was conducted? Yes  No

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

Attached Please see *Annexure*

**8. Plans of institution for next year**

Attached Please see *Annexure*

Name \_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Signature of the Coordinator, IQAC*

*Signature of the Chairperson, IQAC*

\_\_\_\_\_ \*\*\* \_\_\_\_\_

\*\*\*\*\*

Feedback from Stakeholders

### Best Practices of the institution

**1) Title of the Practice:**

The college motivates the students of Department of English to take lectures of grammar in Shri. Sevagiri High school Pusegaon.

**2) Goal :** The aim / goal of this practice is to promote teaching skills amongst students Department of English.

**3) Context:** Department of English of the college takes initiative to promote the skills of teaching among the students. It also provides the platform to the students for enhancing the skills of teaching and ability of learning in the college.



**SWOT ANALYSIS:**

**Strengths:**

1. Infrastructure
2. NAAC Re-accreditation-‘B’ Grade with CGPA-2.29
3. More number of Female students
4. Tradition of Good Result
5. Qualified & Devoted Staff
6. Progressive Management
7. Running Certificate Courses
8. Rural College
9. Good addition in Library books
10. Healthy relations with society.
11. Research Culture imbided (Ongoing Minor Research Project)
12. Placement Cell

**Weaknesses:**

1. Shortage of Funds
2. Lack of Educational Awareness in society.
3. Lack of Building
4. Need to increase the publication in International Journals
5. Need to submit major research project.
6. To have multipurpose hall.
5. Lack of Industrial area

**Opportunities:**

1. Enhancement of Quality Education among socially, economically & educationally weaker sections.
2. To take initiatives to establish linkages with research institutions and Industries.
3. Advanced education for girls.
4. To start Profession based courses.
5. To start PG Courses.
6. Fund raising is possible.
7. Possibility to achieve good CGPA.

**Threats :**

1. Changing trend; attitude towards professional courses
2. Less interest of students in conventional courses
3. Responses from economically weaker sections
4. Low placement