

Rayat Shikshan Sanstha's,
Arts And Commerce College, Pusegaon,
Tal. - Khatav Dist. - Satara Pin- 415502
Maharashtra

The Annual Quality Assurance Report (AQAR)
2016-2017

The Annual Quality Assurance Report (AQAR) of the IQAC 2016-2017

Part – A

1. Details of the Institution

1.1 Name of the Institution

Arts and 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 415 502

City/Town

Pusegaon

State

Maharashtra

Pin Code

415 502

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:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

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)

1.5 Website address:

Web-link of the AQAR:

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	C++	67.35	2004	2009
2	2 nd Cycle	B	2.29	2012	2017
3	3 rd Cycle				
4	4 th Cycle				

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

20/6/2004

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

2016-2017

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 2012-13 submitted 28/09/2013 (DD/MM/YYYY)
- ii. AQAR 2013-14 submitted 30/09/2014 (DD/MM/YYYY)
- iii. AQAR 2014-15 submitted 30/09/2015 (DD/MM/YYYY)
- iv. AQAR 2015-16 submitted 30 /09/2016 (DD/MM/YYYY)
- v. AQAR 2016-17 submitted 29/09/2017 (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)

Short Term Courses Modi Script, Personality Development, Journalism
--

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

01

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. Encouraged faculty members to do research.
Deputed staff to participate in seminars/conferences
2. Workshops were organized under Lead College Scheme.
- 3 Students were encouraged to involve in NSS, Sports, other co-curricular and social activities.
4. The feedback forms of the students have actively been reviewed and recommendations have been informed to the management.
5. The college has been providing quality education to all, irrespective of caste, creed and religion, economic status or physical health
6. Bring environmental awareness in faculty and 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 prepare Academic Calendar.
- 2) To make the efforts for beautification of campus.
- 3) To enrich Library.
- 4) To conduct the short term courses- Modi Script, Personality Development, Journalism,
- 5) To encourage the students for building their overall personality.
- 6) To encourage the various departments to organize lectures of immanent scholars.
- 7) To motivate the faculty to participate in seminars, conferences and workshops.
- 8) To motivate the faculty to register for M. Phil. and Ph. D.
- 9) To motivate students to participate and present papers in seminars and conferences
- 10) To motivate students to participate in 'Avishkar competition and organize guest lectures.

Outcome-

- Academic Calendar for the year 2015-16 was prepared and implemented.
- The college organized Birth and Death Anniversaries of Eminent personalities.
- Competitive Exam Guidance Centre was run successfully.

- Short term courses like - Modi Script, Personality Development, Journalism were conducted
- P.G Course in Hindi was run successfully.
- Faculty members and students presented papers at National and International level conferences.
- Some of the Faculty members published papers in National & International Journals.
- .Students participated in ‘Avishkar competition and guest lectures were organized.
- The college organized workshops under Lead College Scheme.
- Wall-paper exhibitions on eminent personalities’ birth anniversaries like Abdul Kalam, Rabindranath Tagore, Karmaveer Bhaurao Patil and others were organized.
- The college motivated students to participate in Dist. level Youth Festival, cultural programs in Sevagiri Devasthan’ Youth Festival

** 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

AQAR has been placed before the Management.

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	01	01		
UG	02			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	03	-	-	

Others				
Total	06	01		

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	-

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.

Revision of svllabus by Universitv

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	14	03	-	01

2.2 No. of permanent faculty with Ph.D.

04

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
14	-	03	-	-	-	-	-	17	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

-	-	-	05
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	13	17	01
Presented	10	09	01
Resource Persons	02	02	-

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

1. Teaching faculty and students are encouraged to use latest technology such as internet, modern teaching aids 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 Computer, LAP Tops and LCD by the institution for more effective Teaching Learning process.
4. Presentation and Interactive sessions of students, Guest Lectures are organized.
5. Projects are given to the students to inculcate research culture among them.
6. The college has conducted elocution, quiz, essay competitions and group discussions.

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

240

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

Photocopy

√

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

85%

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	55	01	10	26	01	08
B.Com III	108	--	05	61	15	16

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

IQAC in its meeting with faculty members advises them to prepare Annual Teaching Plan at the beginning of each session, assign syllabus to the departmental teachers, prepare time schedule for unit 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. 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	02
Summer / Winter schools, Workshops, etc.	-
Others	02

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	06	--	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 encourages the teachers to undertake major/minor research projects sponsored by -UGC & BCUD and provide necessary facilities & assistance. IQAC encourages the teachers to

present papers in international, national and state level seminars and conferences.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	02	03	
Outlay in Rs. Lakhs	65000/-	130000/-	195000/-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	10	09	-
Non-Peer Review Journals	-	-	-
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 organisations

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 (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	195000/-	-

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

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

year

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
-	-	-	-	02	-	-

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

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

Women Empowerment program.
Jalyukt Shivar Abhiyan(Water Cup) Satya Mev Jayate.
Celebrated International Yog Day.
HB detection camp.
Organized Inter Zonal Kabbadi matches.
Voters awareness of adopted village- Phadtarwadi.
Tree plantation at Phadtarwadi and Ransingwadi.
Farmer's meet through Rural Development program.

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	12	-	-	
Laboratories	01 Lang. Lab		UGC Funded	01
Seminar Halls	01	-	-	-
No. of important equipments purchased (\geq 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 and Library is partially computerised.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	8063	773969	103	21672	8166	795641
Reference Books	1992	1031814	127	35546	2119	1067360
e-Books	12	-	14	-	26	-
Journals	24	10163	05	1700	29	11863
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	202	87864	35	6392	237	94256
Others (specify)	60	46360	13	1300	73	47660

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	40	01 Lab PCs (30)	Yes	-	01	04	05	-
Added	01							
Total	41	30 PCs	Yes	-	01	04	05	-

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

Spoken English course and Tally course for students are conducted. Staff training programs were conducted.

4.6 Amount spent on maintenance in lakhs :

i) ICT	1,27,686/-
ii) Campus Infrastructure and facilities	1,41,600/-
iii) Equipments	95,729/-
iv) Others	95,882/-
Total :	4,60,897/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC has undertaken following measures:-

- * Publication of prospectus containing information about the programme & provided courses.
- * providing information on various facilities and resources available in the campus.
- * Providing information on the admission procedure and code of conduct in the campus.
- * Displaying statutory warnings board regarding anti-ragging, chewing tobacco and smoking in the campus.
- * Making students aware of various schemes/scholarships/ freeships and financial aid offered and distributed as per government guidelines.
- * Assistance is provided to SC/ST,OBC and EBC candidates notifying details about freeship / scholarship by displaying on notice boards.
- * Free Book bank facility.
- * Circulation of College Magazine '**Vedavati**' giving reports of such activities.
- * Notices are displayed on display boards and notice boards.
- * Circulation of notices among the classrooms.
- * Gymkhana
- * National Social Service
- * Ragging Prohibition Cell
- * Grievance Cell
- * Placement Cell
- * Entrepreneurship Cell
- * Reading Room
- * Guidance for slow and advance learners.

5.2 Efforts made by the institution for tracking the progression.

- * Committees for Result Analysis, Student Progression in cultural, sports and other extra-curricular activities conduct a variety of activities throughout the year.
- * Annual Reports of all committees and departments are published in college magazine.
- * Feedback from students helps the authorities to improve the performance and to march towards progression.
- * In College-through continuous assessments, internal exams.
- * Alumni association: annual meetings to discuss improvement of quality of education.
- * Feedbacks collected.

619	15	-	-
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(b) No. of students outside the state

Nil
Nil

(c) No. of international students

No	%
295	47.01

Men

No	%
339	53.99

Women

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
371	47	--	07		619	355	53	--	108	--	606

Demand ratio : first come first serve Dropout % meagre

(As per govt.norms)

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

*A competitive examination guidance cell is functional in the college. We organize Guest Lectures and guidance sessions for different examinations. From this academic year, a Study Circle has been started. The study circle procured different reference books of general knowledge, Mathematics, English and Mental Ability for giving additional practice to students for preparation of competitive examination.

*Students are given necessary guidance by the respective subject teachers for appearing in different competitive examinations as and when needed.

* The institute provides competitive exam books and reading hall.

No. of students beneficiaries

134

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

* During admission process, faculty and admission committee help students in selecting multiple options available curriculum thereby helping the student to choose his/her subject.

*Personal counselling is also being done by faculty .

*Workshops, lectures are arranged to let students know about the employment opportunities available in the market.

No. of students benefitted

170

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 programmers

*To make the gender sensitization programmers more effective, Anti-sexual Harassment Committee has been formed.

*The Cell organizes guest lecture, poster presentations for raising awareness among the students and staff.

* Lectures of experts on gender equality were organized.

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	04	1900
Financial support from government	174	295800
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level

National level

International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

_____ Nil _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision 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 education through self-help.
- To build-up character of students through value-based education.
- To contribute in the development of socio-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.
- To create a fine band of capable citizens with great thrust for knowledge.
- To enable them to succeed in the various competitive examination i.e. MPSC, UPSC, etc.
- To develop their overall personality and character.

6.2 Does the Institution has a management Information System

Yes, the Institution has a Management Information System .Admissions of students is done online as per the guidelines of University. Student gets PRN number from the university and all information about the student can be observed on a single click on the website of the Shivaji University, Kolhapur. Parent institution has implemented Human Resource Management System to store complete profile of each employee is updated.

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

6.3.1 Curriculum Development

- Three Certificate Courses are run successfully by the college. Balwadi Sevika Training and English Translation and Communicative Proficiency for B.A and Tally Package for B.Com. Feedback about the curriculum is taken from students. Faculty prepare annual planning
- Developed the curriculum of short term courses.
- Annual Teaching Plans were prepared by each faculty at the beginning of the academic year and they were implemented effectively.
- Academic calendar was prepared for the systematic implementation of teaching.
- The progress of the wards was informed to the parents through parents' meets.
- ICT based teaching was conducted by faculty members to enhance students' friendliness with technology.
- Teacher- Student Adoption scheme (Shikshak Dattak Palak Yojana) has been working for personal, social, academic difficulties of the students.
- Regular attendance record of students was maintained by all the departments and have written letter to the parents whose ward remained absent.
- General and individual time tables were strictly followed by the faculty.
- A special time table of campus supervision was followed to maintain discipline on the

campus

- Academic Diaries were maintained by the faculty members and they were monitored by the heads of the departments and the principal.
- All the departments organized Academic tours, Experts' Lectures, Surveys, Seminars, Workshops, Group discussions, and various Competitions, Lead College Scheme Activities.
- Student and teacher oriented activities and programmes were conducted under the Lead College Scheme of Shivaji University Kolhapur.

6.3.2 Teaching and Learning

- The coordinator of IQAC is invited 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.
- Academic Calendar
- Daily Diary for faculty
- ICT Based Teaching
- Student Centred Activities – Quiz, Seminar, Project work, Survey, etc.
- The students were made to give seminars in their respective subjects.
- The students were made to prepare projects in their respective subjects
- The teachers were promoted to prepare PPTs of their subject topics
- The teachers were accessed with the PPT bank of the Rayat Shikshan Sanstha, Satara.
- Internet facilities were given to the teachers and students.
- Guest lectures and Extra lectures were arranged.
- Library has open access.
- Feedback form for every teacher and every subject was taken from the students.

6.3.3 Examination and Evaluation

- Continuation evaluation by MCQs
- Assignments and projects
- Internal evolution process reset Every semester two assignments and two unit tests of every
- subject were examined and evaluated.
- The projects prepared by the students were examined and evaluated.
- The students were examined and evaluated through Oral examination.
- The presentation skill of the students were examined and evaluated through seminars

Quality improvement strategies adopted for evaluation by the institution are as follows:

- **Examination Committee**
- Separate Examination Committee for the conduct of B.A. Part- I Examination
- Grievance Redressal Committee
- Grievance Redressal Committee for University Examination for keeping the record of Internal Evaluation for University Examination and also redressing the grievances of students regarding

6.3.4 Research and Development

Faculty and Students are sent to participate in Seminars and Conferences to present papers.

- Organization of Wall Papers & Poster Presentation
- Students and faculty participation in various workshops organized by Lead College activity
- Organization of workshops, seminars & conference

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library has adequate number of reference books.

Computers, educational CDs, E-Books, E-Journals, OPAC, News Papers, Periodicals, Internet facilities, a Borrow card to students, separate reading rooms for girls, boys and Faculty members are available.

Quality improvement strategies adopted by the institution are as follows:-

- **Library: Enhancement of resources.**

Following resources in the library are available for students and faculty:

Reference Books, CDs, DVDs, Magazines, Journals, Gazetteers, Newspapers, Abstracts,

Census of India, Encyclopaedias, Vishwakosh, Projects, INFLIBNET- N- list

- **ICT: Enhancement of the use of ICT**

ICT resources are available for students and faculty in Computer Laboratory.

Availability of CDs, VCDs, Use of software in English Language Laboratory.

Power Point Presentations, Screening of films, plays, programmes, use of internet.

- **Infrastructure: Maintenance/Repair/ Beautification**

Infrastructure includes:

Classrooms, English Language Laboratory, Canteen, Central Library, Competitive Examination Guidance Centre, Ladies' Room, Ladies' Hostels, Playground, Academic Departments, Reading Rooms for students, Common Staff Room, Conference Hall, , Meeting Hall, NSS office, Gents' and Ladies' Toilets, Ladies' Common Room, Parking. The entire infrastructure was maintained with the help of the support staff. Beautification of campus was done by tree plantation and paints.

6.3.6 Human Resource Management

- All faculty members are involved in different activities.
- Staff Academy.
- Staff welfare committee

6.3.7 Faculty and Staff recruitment

Management recruits faculty and support staff.

Faculty: parent institute recruited permanent and CHB staff as per Govt. Rule & University Rule

6.3.8 Industry Interaction / Collaboration

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6.3.9 Admission of Students

As per Government and University Rules.

6.4 Welfare schemes for

Teaching	√ Staff Welfare committee.
Non teaching	√
Students	√ SAF, Scholarships, Earn and Learn Scheme, Placement Cell.

6.5 Total corpus fund generated

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	√	Management	√	Steering committee
Administrative	√	Management	√	Office

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?

Yes, Workshops are conducted for faculty and administrative staff.
University provides funds to organize workshop on revised syllabus.

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

University Organizes workshops

6.11 Activities and support from the Alumni Association

- Annual Meeting organised.
- Supports in cultural and sport events.
 - Alumni voluntarily supported the institute by coaching the sportsmen in various events.
 - They also supported the students for cultural events and youth festivals.
- Motivate students through lectures.
- Alumni meetings were conducted to discuss the activities for the benefit of students.

6.12 Activities and support from the Parent – Teacher Association

- One Parent-Teachers' Meeting is conducted.
- Suggestions are taken into consideration.
- Personal guidance.
- Alumni Association.
- Financial assistance

6.13 Development programmes for support staff

- One day workshop for teaching staff.
- Computer bases training.
- Trainings of Soft Skills and writing skills by IQAC for quality administration.

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

- Green campus, Tree Plantation.
- No vehicle day.
- Maintenance of garden.
- Harvesting of rainwater and proper drainage.
- Installation of water pots for birds in the summer season.
- Training of ‘Sarpmitra’.
- Installation of dustbins at proper places to keep premises clean and tidy.

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.

Innovations are introduced as given below---

1) College has been raising the corpus fund to support students of the college to present research papers at State and National Level Seminars and Conferences.

2) Water Management – “Jalyukta Shivar

Students of the college create awareness regarding Water Shed Management among the people of nearby drought prone villages.

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

- Academic Calendar for the year 2015-16 was prepared and implemented.
- The college organized Birth and Death Anniversaries of Eminent personalities.
- Construction of Ladies Hostel (G +2) was completed.
- Competitive Exam Guidance Centre was run successfully.
- Proposal for P.G Course and State and National Level Seminar Proposals were submitted to Shivaji University, Kolhapur.
- Minor Research Proposals were sent to Shivaji University, Kolhapur.
- Faculty members were motivated to participate in syllabus–revised workshops and forward the suggestions to B.O.S of respective subjects.
- Inspired faculty members to participate and present papers at National and International level conferences.
- Some of the Faculty members published papers in National & International Journals.
- Faculty members were motivated to register for M. Phil. and Ph. D.
- Faculty members were inspired to attend Orientation and Refresher Programs.
- Motivate students to participate and present papers at seminars.
- The college organize workshops under Lead College Scheme.
- Campus interviews under the placement cell were conducted.
- The college motivated girls to stay in the college hostel for MPSC, UPSC study.
- Wall-paper exhibitions on eminent personalities’ birth anniversaries like Abdul Kalam, Rabindranath Tagore, Karmaveer Bhaurao Patil and others were organized.
- The college motivated students to participate in Dist. level Youth Festival and cultural programs and Sevagiri Devasthan’ Youth Festival

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

- 1) College motivates the students of the college to present research papers at State and National Level Seminars and Conferences.
- 2) College inculcates an entrepreneurial skill among the students by organizing One Day Workshop and Trade Festival.

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

7.4 Contribution to environmental awareness / protection

7.5	W	Tree plantation programme was organized.		No
		Environmental awareness Programmes were organised		
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	

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

SWOT analysis of the college has been done. <i>Please see Annexure</i>
--

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

Attached Please see <i>Annexure</i>

Name _____ Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure - II

Best Practice – I

1) Title of the Best Practice –

The college motivates the students of the college to present research papers at State and National Level Seminars and Conferences.

2) Goal:-

The aim of this practice is to inculcate research culture among the students by preparing research papers and articles.

3) The Context:-

All faculty of the college take meticulous efforts to motivate and guide the students of their Departments for preparing the research papers and articles for National/ State Level Seminars and Conferences . For this the faculty inform the students about significance of research skills. Students are shown journals of impact factor with ISBN/ISSN number. This practice provides a platform for students to understand the concept of research and aspect.

4) The Practice:-

Each Department of college takes active participation of the students in the making of research paper. This practice provides the opportunities to students to share their knowledge and experience with other student participants. For this practice, students are taken to seminars and conferences to participate and present the research paper and to have interaction with others.

Students prepare their research paper under the guidance of respective faculty. Students' research papers are properly examined by the teacher. Research paper of the students are prepared in a way that to be considered as a good research paper.

5) Evidence of Success:-

The success is seen in the form of research papers which are written as well as presented in State and National Seminars by the students of college. These paper are prepared under the guidance of respective head and concerned faculty.

The awareness about research and writing research paper are created among the students through the presentation of paper at seminars and conferences. It also provides platform to students to understand research culture. Many students get motivation through this

practice and they are actively participating and presenting research paper at seminars and conferences.

6) Problems Encountered and Resources Required:-

The Problems encountered are related to financial assistance to certain extend. The faculty provides financial support for this practice.

Annexure - III

Best Practice – II

1) Title of the Best Practice:-

Inculcating Entrepreneurial Skill

College inculcates an entrepreneurial skill among the students by organizing One Day Workshop and Trade Festival.

2) The Context:-

After the interactions with the students, we noticed that majority of the students intend to get jobs instead of starting their own business after completion of education. As we are aware of great problem of unemployment in India, we planned to inculcate entrepreneurial skill among the students of the college by organizing One Day Workshop and Trade Festival for their better career.

3) The Goal:-

The aim of this practice is to inculcate entrepreneurial skill among the students and motivate them to start their own business.

4) The Practice:-

The college has taken initiative for inculcating entrepreneurial skill among the students. The college has organized “One Day Workshop on Entrepreneurial Skill” on 5th March 2016. The Resource persons guided students on said topic. In their address to students, they also mentioned the skills which entrepreneurs require and benefit of being an entrepreneur.

The college has also organized a Trade Festival in college campus. The college has provided a platform for aspiring entrepreneurs by organizing “One Day Trade Festival” in college campus.

5) Evidence of Success:-

Almost 60 students participated in The Trade Festival. They have installed fifteen stalls of different delicious food in the college campus. Through this practice they learned various requirements for business such as raising capital, purchasing material, preparations of food, finalizing the rates of the dish based on expenditure, etc.

Annexure – IV

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 imbibed (Ongoing Minor Research Project)
12. Placement Cell

Weaknesses:

1. Shortage of Funds
2. Lack of Educational Awareness in society.
3. Need to increase the publication in International Journals
4. 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 provide skill-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 number of placem

Annexure – V

Plans of the Institution for Next Year

**Rayat Shikshan Sanstha's
Arts and Commerce College, Pusegaon**

Action Plan for the Year 2017-18

1. Digitalization of Classrooms
2. To make College More Competitive
3. To establish Language Laboratory
4. To make collaboration with industries and Symbiosis University for Skill Development courses
5. To motivate students to participate and present papers at seminars.
6. To inculcate research culture among the faculty and students by searching various websites
7. To motivate students to participate in cultural and sports activities.