Rayat Shikshan Sanstha's

Arts and Commerce College, Pusegaon,

Tal-Khatav, Dist: Satara

Pin- 415 502

Maharashtra

Annual Quality Assurance Report

Of

Internal Quality Assurance Cell

2017-18

Submitted

to

National Assessment and Accreditation Council(NAAC)
Bengaluru – 560 072.

To,

The Director
 National Assessment and Accreditation Council (NAAC)
P. O. Box. No. 1075, Nagarbhavi,
 Bengaluru - 560 072, India

Sub:- Submission of AQAR

Respected Sir,

With reference to above mentioned subject, we are hereby submitting Annual Quality Assurance Report of IQAC of Arts and Commerce College, Pusegaon for the year 2017-18.

Kindly accept and acknowledge

Thanking you.

Yours faithfully,

Rayat Shikshan Sanstha's,
ARTS AND COMMERCE COLLEGE, PUSEGAON

AQAR – 2017-18

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution

Arts and Commerce College, Pusegaon

1.2 Address Line 1

Pusegaon – Vaduj Road

Address Line 2

Tal-Khatav, Dist.-Satara

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:　　　Prof. S. A. Mali

Mobile:　　　　　　　　　　　　　9881444981

IQAC e-mail address:　　　　　　　iqacaccpusegaon2004@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*　12736

1.4 **NAAC Executive Committee No. & Date:**　EC/61/RAR/35　dated 15 Sept. 2012
　　(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	1st Cycle	C++	67.35	2004	2009
2	2nd Cycle	B	2.29	2012	2017
3	3rd Cycle	---	---	---	---
4	4th Cycle	---	---	---	---

1.7 Date of Establishment of IQAC :　　DD/MM/YYYY　20/06/2004

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

2017-18

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted 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   30/9/2015   (DD/MM/YYYY)
   iv. AQAR   2015-16   submitted   30/9/2016   (DD/MM/YYYY)
   v. AQAR   2016-17   submitted   29/9/2017   (DD/MM/YYYY)
   vi. AQAR   2017-18   submitted   31/12/2018   (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   ---

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

<div style="border:1px solid">12</div>

2.10 No. of IQAC meetings held   04

2.11 No. of meetings with various stakeholders: No.   Faculty   04

Non-Teaching Staff Students   04   Alumni   02   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   2

(ii) Themes

> New Strategies for 3rd cycle NAAC
> ICT Based Teaching-Learning Methodology

2.14 Significant Activities and contributions made by IQAC

Regular Interaction is made with class representatives.

IQAC is constantly evaluating teaching learning process through feedbacks.

Encouragement is given to students to participate in different events like Sports, NSS and other activities.

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

1. Contribution in research: 2. Creation of Cultural Awareness:	1. Participated in 'Avishkar research competition, & Lectures by experts 2. Participated in 'Youth Festival' 3.Organized 'My Mother in My College'

* 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

The Management and IQAC members approved the Annual Quality Assurance Report (AQAR) after a detailed discussion.

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	--	--	--
UG	02	--	--	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	03	--	--	--
Others	01	--	--	--
Total	06	--	--	--
Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

Pattern	Number of programmes
Semester	02
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.

> ➢ The affiliating university revises its syllabi after every three years and the syllabi of B.A/B.Com. Part –III has been revised from June 2015.
> ➢ CBCS Pattern has been introduced at B. A. And B. Com Part I from academic year 2018-19.

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 **Total No. of permanent faculty**

Total	Asst. Professors	Associate Professors	Professors	Others
17	13	04	---	---

2.2 No. of permanent faculty with Ph.D.

05

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	1	04	--	---	---	---	---	17	1

2.4 No. of Guest and Visiting faculty and Temporary faculty   0   2   2

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	03	11	02
Presented	02	10	01
Resource Persons	00	00	02

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

Use of ICT, Study tour, field visit, Seminar, project, Group Discussion

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

244

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

As per University rules

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

---   ---   1

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 %	Fail
B.A.	65	07	24	24	03	89.23 %	07
B.Com	69	03	10	28	02	62.31 %	26
M.A	09	02	03	04	--	100 %	--

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

 i. Prepare Annual Planning.

ii. Encourage faculty to make maximum use of ICT, maintain PPT bank.

iii. To conduct diagnostic test, unit test and preliminary examination.

iv. To participate in Avishkar Research Competition.

v. Organise students' seminars and display of Wall-paper

vi Participate in various cultural & sports activities

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	--
UGC – Faculty Improvement Programme	--
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	02	01	02
Technical Staff	--	--	--	02

Criterion – III

3. Research, Consultancy and Extension

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

> Project work for last year students
> Participation in Avishkar Research Competition
> To display Wall Papers on various occasions.

3.2. Details regarding major projects

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

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	01	Nil	02
Outlay in Rs. Lakhs	Nil	1,15000/-	Nil	Nil

3.4   Details on research publications

	International	National	Others
Peer Review Journals	02	02	01
Non-Peer Review Journals	--	--	--
e-Journals	--	04	
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	Nil	Nil	Nil	Nil
Minor Projects	Nil	Nil	Nil	Nil
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil

Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students research projects *(other than compulsory by the University)*	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total	Nil	Nil	Nil	Nil

3.7 No. of books published   i) With ISBN No.   03   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   Nil

3.11 No. of conferences

organized by the Institution

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

3.12 No. of faculty served as experts, chairpersons or resource persons   02

3.13 No. of collaborations   International Nil   National Nil   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	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

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
	Nil	Nil	Nil	01	Nil	Nil

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

02

03

3.19 No. of Ph.D. awarded by faculty from the Institution   01

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   05   State level   --

National level   --   International level   --

3.22 No. of students participated in NCC events:

University level   Nil   State level   Nil

National level   Nil   International level   Nil

3.23 No. of Awards won in NSS:

| University level | Nil | State level | Nil |
| National level | Nil | International level | Nil |

3.24 No. of Awards won in NCC:

| University level | Nil | State level | Nil |
| National level | Nil | International level | Nil |

3.25 No. of Extension activities organized

| University forum | -- | College forum | -- |
| NCC | -- | NSS | 05 | Any other | -- |

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

- ➢ Conservation and Tree Plantation
- ➢ Cleanliness Drive at Graveyard
- ➢ Voting Awareness Rally
- ➢ Cleanliness Campaign after the Village Fair
- ➢ Digging Soak pits
- ➢ 'Swacchha Bharat Abhiyan'
- ➢ 'Beti Bachav, Beti Padhav Abhiyan'

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	6.14 Acres	--	--	6.14 Acres
Class rooms	14	--	--	14
Laboratories	--	--	--	--
Seminar Halls	1	--	--	01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	33	30	UGC and Self funded	63
Value of the equipment purchased during the year (Rs. in Lakhs)	--	1251181/-	UGC and Self funded	1251181/-
Others	--	--	--	--

4.2 Computerization of administration and library

Administrative office – Fully Computerized

Library – Fully Computerized

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	8166	795641	104	15280	8270	810921
Reference Books	3091	891233	439	158847	3530	1050080
e-Books	26	Free	15	Free	41	Free
Journals	29	11863	7	3260	36	15123
e-Journals	80	Free	30	Free	110	Free
Digital Database	--	--	--	--	--	--
CD & Video	203	90402	34	11232	237	101634
Others (specify)	60	11836	13	1852	73	13688

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	40	01	03	09	09	01	05	02
Added	05	--	--	--	--	--	--	--
Total	45	01	03	09	09	01	05	02

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

03

4.6 Amount spent on maintenance in lakhs:

i) ICT

48123

ii) Campus Infrastructure and facilities

19755

iii) Equipments

3498

iv) Others

18880

Total:

90256

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> ➢ Competitive Examination Guidance Centre,
> ➢ Digital Library
> ➢ ICT based teaching and learning aids
> ➢ Counselling Cell
> ➢ Grievance Redressal Cell
> ➢ Regular Announcement, display and circulation of necessary notices by the college office

5.2 Efforts made by the institution for tracking the progression

> • Home Assignment and Unit Test
> • Preliminary Examination
> • Seminars and Projects
> • Group Discussion

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others	Total
607	29	--	--	636

(b) No. of students outside the state

(c) No. of international students

Men

No	%
261	41.03

Women

No	%
375	58.96

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
376	51	00	207	00	634	371	57	00	205	00	633

Demand ratio   100 %   Dropout % 0.84

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

> • Separate study room,
> • Availability of study material in the central library
> • Lectures based on MPSC Syllabus
> • Lectures on Video Conferencing

No. of students beneficiaries   70

5.5 No. of students qualified in these examinations

NET [Nil]   SET/SLET [Nil]   GATE [Nil]   CAT [Nil]

IAS/IPS etc [Nil]   State PSC [Nil]   UPSC [Nil]   Others [Nil]

5.6 Details of student counselling and career guidance

- Organization of Guest lecturers/experts
- Training for TCS Interviews
- One day workshop on Entrepreneurship
- Visit to Mandesh Mohotsav at Satara
- Spoken English

No. of students benefitted   257

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Nil	Nil	Nil	05

5.8 Details of gender sensitization programmes

- Women Empowerment Programme
- Preparing Candles
- Preparing Bangles
- Sexual Harassment
- Good Touch and Bad Touch Counselling
- Visit of Nirbhaya Pathak, Pusegaon

5.9 Students Activities

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

State/ University level [25]   National level [--]   International level [--]

No. of students participated in cultural events

State/ University level $\boxed{21}$ National level $\boxed{--}$ International level $\boxed{--}$

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

Sports : State/ University level $\boxed{03}$ National level $\boxed{--}$ International level $\boxed{--}$

Cultural: State/ University level $\boxed{01}$ National level $\boxed{--}$ International level $\boxed{--}$

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	--	--
Financial support from government	131	472854/-
Financial support from other sources	07	14000/
Number of students who received International/ National recognitions	Nil	Nil

5.11   Student organised / initiatives

Fairs   : State/ University level $\boxed{--}$ National level $\boxed{--}$ International level $\boxed{--}$

Exhibition: State/ University level $\boxed{--}$ National level $\boxed{--}$ International level $\boxed{--}$

5.12   No. of social initiatives undertaken by the students $\boxed{05}$

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:

Transform the life of drought-hit population especially to the rural and socio-economically deprived students through quality higher education with new vistas of knowledge promoting research among them to make them self-reliant.

Mission:-

➢ To provide quality higher education to students from drought-hit population, especially to the downtrodden, economically and socially backward sections of society to make them self-confident and self-reliant.

➢ To impart quality education to the young generation of India keeping pace with regional, national and educational scenario in order to make them locally and globally competent.

➢ To impart value-based education, embodying socio-cultural, commercial and physical training in order to achieve all-round development of the students.

➢ To inculcate human values among students for best human being.

➢ To sharpen students' sensibilities with enlightened secular, democratic and humane values for encouraging their participation in social and corporate life.

➢ To inculcate among the students a sense of equality, national integration, social justice and to act as a catalyst in socio-economic transformation for national development.

➢ To impart need-based, time relevant and innovative programs promoting the use of latest technology.

6.2 Does the Institution has a management Information System

1. Planning and Development:-

Principal as a higher authority of the Institution called meeting to discuss about e-governance, and made a plan of implementation of ICT use. In the development of e-governance Institute use educational technology as technological tools and Media that assist in the communication of the knowledge and its development and exchange. It is also use for learning management system (LMS) such as tools for Students and curriculum management and education management Information System (EMIS).

2. Administration:-

Principal forms a committee to implement e-governance. It is a committee of a five members and one of themes chairman of the committee.

3. Finance and Account:-office keeps a record**.**

4. Student Admission and Support:-By circulating notice in the class rooms, the Students are encouraged and filling up the Application Form.

5. Examination :-Examination of the Students is taken at the end of both the terms of Academic year .

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

6.3.1 Curriculum Development

- Faculty prepare annual planning
- Developed the curriculum of short term courses
- Faculty participation in workshops on revised syllabus
- Organization of one day workshops

6.3.2 Teaching and Learning

- Academic Calendar
- Daily Diary for faculty
- Use of ICT- PPT, Internet clipping, CDs
- Student Centred Activities –, Seminar, Project work , Study tours, Survey etc.

6.3.3 Examination and Evaluation

- Proficiency Test, Seminars, Projects Group discussion, Unit Test, Internal Preliminary examination, etc.

6.3.4 Research and Development

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

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library - MKCL's LIBRERIA INFLIBNET

- Book bank facility
- Library open access for senior citizens
- Free access of internet
- Book exhibition

6.3.6 Human Resource Management

- Staff Academy

- Staff welfare committee

6.3.7 Faculty and Staff recruitment

- As per the Government & University rule, Required staff is fulfilled by the parent institute by transfer and appointing on CHB
- Administrative Staff: Local appointments on daily wages

6.3.8 Industry Interaction / Collaboration

Collaborations with

- ➢ Jain Irrigation
- ➢ BOSCH
- ➢ TATA Consultancy Services
- ➢ Bharat Vikas Group

6.3.9 Admission of Students

Students are admitted as per the rules of Shivaji University Kolhapur and Government of Maharashtra.

6.4 Welfare schemes for

Teaching	Staff Welfare Committee, Kutumb Kalyan, TDF, The Rayat Sevak Cooperative Bank, Satara, Group Insurance
Non teaching	Staff Welfare Committee, Kutumb Kalyan, The Rayat Sevak Cooperative Bank, Satara, Group Insurance
Students	SAF, Scholarships, , Earn and Learn Scheme, Group Insurance

6.5 Total corpus fund generated   Rs.10000/-

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	Yes	Management	Yes	Steering Committee
Administrative	Yes	Management	Yes	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?

- University (Board of Study) revises syllabus after every three years.
- University provides funds to organize workshops on revised syllabus
- Semester wise examination is introduced by the university.
- 40 -10 patterns is introduced for final year of degree course by the university.

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

Nil

6.11 Activities and support from the Alumni Association

- Alumni Association helped in conducting Zonal Kabaddi Tournament.

- Tree Plantation

6.12 Activities and support from the Parent – Teacher Association

- Financial assistance
- Personal guidance

6.13 Development programmes for support staff

- Deputation to participate in various workshops and Training Programme

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

- No vehicle day
- Tree plantation
- Solid waste management

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.

> ➢ ICT based teaching-learning along with traditional method is implemented.
>
> ➢ Personal Counselling

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

> ➢ ICT based teaching and learning aids are installed in all classrooms.
>
> ➢ Academic Calendar was prepared and implemented for the academic year 2017-18.
>
> ➢ The institute organized national festivals and birth/death anniversaries of great Indian personalities
>
> ➢ Students are participated in *Avishakar* Research Competition organized by Shivaji University, Kolhapur and Rayat Shikshan Sanstha, Satara.
>
> ➢ Competitive Examination Guidance Centre is functional in the institute.
>
> ➢ Lectures and Workshops are organized under Lead College Scheme.
>
> ➢ Students are participated in various sports competition and cultural activities.

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

> ➢ 'Decreasing Drop-Out Rate of Married Girl Students'
>
> ➢ 'Water Management in Drought Prone Area'

(Details of best practices are provided in annexure III – 1 & 2)

7.4 Contribution to environmental awareness / protection

> ➢ Tree Plantation
>
> ➢ No Vehicle Day on every Friday

7.5 Whether environmental audit was conducted?   Yes [   ]   No [√]

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

> ➢ Digital Library
>
> ➢ 24 Hours Reading Facility

(SWOT analysis of the college has been done and attached. Please see Annexure III)

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

> ➢ Beautification of college campus
> ➢ Preparation for 3rd Cycle of NAAC
> ➢ Introduction of new certificate courses
> ➢ Organizing some seminars and conferences
> ➢ Empowering girl students with life skills through Women Development Centre
> ➢ Encouraging students to excel in various sports events
> ➢ Organizing Industrial and Educational visits as a part of the academic curriculum.

Name Asst. Prof. S. A. Mali   Name Prin. Dr. S. M. Kamble

_____   _____

Signature of the Coordinator, IQAC   Signature of the Chairperson, IQAC

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RAYAT SHIKSHAN SANSTHA'S

Arts & Commerce College Pusegaon Dist- Satara

Academic Calendar 2017-18

June 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12 I –Term Starting	13 Prospects Comm Meet	14 Admission Comm.Meet.	15 Time Table Committee Meet	16 Budget Comm. Meet.	17 Rajmata Jijau Punyatithi. Purchse Committee Meet.
18	19 Academic Calender meet	20 Non-teaching Staff Meet .	21 International Yoga Day Student	22 Staff Meet Non teaching Staff Meet.	23 Building Comm. Meet.	24 Mahakavi kalidas Din Admission Meet
25	26 Chh.Shahu Jayanti Social Justice Day Ramjan Id	27 Alumni Asso. Comm.Meet --	28 IQAC Comm. Meet	29 Staff Meet	30 English Dept. Meet	30 Welfare Comm. Meet

July 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
-	-	-	-	-	-	1 Marathi Dept. Meet.
2	3 Staff Walfare Comm. Meet.	4 Mothers' Protection Day	5 NSS Comm. Meet	6 Disciple Comm. Meet	7 Gymkhana Comm. Meet.	8 Maharastra Bendur History Dept.Meet
9 Guru Pornima	10 NSS Comm. Meet.	11 World Population Day Result.	12 Staff Meet. Anna Bhau Sathe Punyatithi	13 Non Teaching Meet .	14 Veer Bajiprabhu Deshpande punyathiti	15 Hindi Dept.Meet IQAC Comm. Meet
16	17 Forest Conser.Day	18 Anna Bhau Sathe Punyatithi Disciple Comm. Meet	19 Result Comm. Meet.	20 NSS Comm. Meet.	21 Sant Namdev Maharaj Punyatithi.	22 Teaching Staff Meet
23 Lok.Tilak Jayanti.	24 Elocution Debating Comm.Meet.	25 Balwadi Comm.Meet.	26 Comm. Meet	27 Hist.Dept.Meet NSS Comm. Meet	28 Comm.Dept. Meet	29 Hindi.Dept .Meet
30	31 Marathi.Dept. Meet					

August 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 Lokman ya Tilak punyatithi And Anna Bhau Sathe Jayanti Revenue Day	2 Commerce Dept.Meet	3 Anti-Sexual Harra.Comm. M eet. -	4 -	5 -
6	7 Rakshabandhan	8 Research Comm. Meet	9 August Kranti Din Literacy Day	10 Student Council Election	11 "	12
13 Ahilaybai Holkar Punyatithi	14 Parashi New Year	15 Independenc e day	16 Engilsh Dept.Meet	17 Hindi Dept.Meet	18 Staff Academy Inauguratio n	19 Internationa l Photography Day
20	21 pola	22	23 Commerce Asso.Inauguratio n	24 Build Comm. Meet	25 NSS Comm. Meet	26 Gajanan Maharaj Punyatithi
27	28	29 Teaching Staff Meet	30	31		

September 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Staff Meet.	2 Bakari Id
3	4	5 Teacher's Day	6 Library Comm. Meet	7 IQAC Comm. Meet	8 Lecture by Staff Academy	9 Lead College Comm. Meet.
10	11 Comme.Meet	12 Bakari ID Engineer's Day	13 Lecture by Hindi Dept.	14 Hindi Din	15 Anath Chathurthi Alumni Asso. Comm.Meet.	16 Essay & Debating Competition
17 Viswa Karma Din	18 English Meet	19 Anti-Sexual Harra.Comm.Meet.	20 NSS Comm. Meet	21 NSS Day	22 Karmaveer Jayanti Ralley/ Lecture Wall Papers Exhibition Sant Muktabai Jayanti	23 Elocution Debating Comm.Meet.
24	25 Hindi Dept.Meet	26	27 Library Comm. Meet	28 IQAC Comm. Meet	29 Lecture by Staff Academy	30 Dasara Lead College Comm. Meet.

October 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Mahatma Gandhi Jayanti	3 Marathi Dept.Meet	4 Anti-Sexual Harra.Comm.Meet	5 Library Comm. Meet NSS Day	6 Lecture by Staff Academy	7 Blood Donation Day Marathi Dept. Meet
8	9 NSS Comm. Meet	10 International Blind Aid Day Sant Tukdoji Maharaj punyatithi Lecture by Staff Academy	11 Cultural Comm.Meet .	12 Anti-Sexual Harra.Comm.Meet	13 NSS Comm. Meet	14 Marathi Dept.Meet NSS meet
15	16	17	18 Dipwali	19	20	21 Bhaubij I
22	23	24	25	26	27	28
29	30	31				

November 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6 Second Term Start	7 Staff Meet	8 Eng.Dept.meet	9 Dept.wise meet	10 Hindi dept.Meet	11 NSS Meet
12 Guru Nanak Jayanti	13	14 Pt.Nehru Jayanti Baldin	15 Teachin-Staff Meet	16	17 Teachin-Staff Meet	18
19 Indira Gandhi Jayanti	20 Non – Teaching Staff Meet	21 Staff Welfare Comm. Meet.	22 Lecture by Staff Academy	23 Magazine Comm. Meet.	24 Elocution Comm. Meet.	25 Alumni Asso. Comm.Meet.
26 Constitutional Day Sant Rohidas punyatithi	27 Cultural Comm. Meet	28 Mahata Phule Smurti Din NSS Comp Meet	29 Marathi Dept. Meet	30 Staff Meet		

December 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 ID A Milad	2
3 Datt Jayanti	4 Hindi Dept.Meet	5 History Dept.Meet	6 Dr.B.R.Ambedkar Mahaparinirvan Din	7 Lecture by Staff Academy	8	9
10	11	12 Comm.Dept. Meet	13 Teachin-Staff Meet	14 IQAC Meet	15 -Staff Meet	16
17	18	19 Goa Mukti Din.	20 Sant Gadge baba punyatithi	21 Magazine Comm. Meet.	22 Elocution Comm. Meet.	23 Alumni Asso. Comm.Meet.
24 National Consumer day	25 Charismas Natal	26 Marathi Dept.Meet	27 Hindi Dept. Meet	28 Staff Meet Nss Camp Start	29 Staff Meet.	30 Naac Meet
31	--		--	-- --	--- --	--

January 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3 Mahila Mukti Din, Balika Din Savitribai hule jayanti	4 Staff Academy Lecture	5 Staff Meet	6
7	8	9	10	11 Lalbahadur shastri punyatithi	12 Rajmata Jijau Jayanti	13
14	15 Staff Meet	16 English Dept. Meet	17 Welfare Comm. Meet	18 Alumni Asso. Comm.Meet	19 Budget Comm. Meet. Hindi Dept .Meet.	20 Purchse Committee Meet.
21	22 Academic Calender meet	23 Netaji Subhash Chendra Bos Jayanti .	24 Non teaching Staff Meet	25 National Voter Day Staff Meet .	26 Prajasattak Din Building Comm. Meet.	27
28	29 Non-teaching Staff Meet	30 M. Gandhi punyatithi --	31 IQAC Comm. Meet			

February 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Staff Meet.	2	3 Umaji Naik punyatithi
4	5	6	7 IQAC Comm. Meet	8 Nss Comm.meet	9 Welfare Comm. Meet	10 Swami Dayand Sarswati jayanti
11	12 Pre. Exam	13 Sant Gadage Baba Jayanti	14 Cultre Comm.Meet	15 Jym.Comm.Meet	16 Budget Comm. Meet. .	17. Purchse Committee Meet.
18	19 Chh.Shivaji Maharaj Jayanti	20 Non-teaching Staff Meet .	21	22 Staff Meet Non teaching Staff Meet.	23 Building Comm. Meet.	24 Jagtik Mudran Din
25	26 Savarkar Smurti Din Rastriy Mahila Arogya Din	27 Kavi Kusumagraj Jayanti Alumni Asso. Comm.Meet --	28 Rastriy Vidnyan Din	29 Staff Meet	30 English Dept. Meet	30 Eco.Dept. Meet.

March 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Holi.	2 Dhulivandan	3
4	5	6 Non-teaching Staff Meet	7 IQAC Comm. Meet	8 International Women Day	9 Welfare Comm. Meet	10 Savitribai Smurti Din jayanti
11	12 Nss Comm.meet	13 Purchse Committee Meet.	14 Cultre Comm.Meet	15 Jym.Comm.Meet	16 Budget Comm. Meet. .	17. Chh.Sambhaji Raje Punyatithi
18 Gudi adava	19	20 Staff Meet	21 Marathi Dept.Meet	22 Non teaching Staff Meet.	23 Building Comm. Meet.	24
25	26 Comm. Dept.Meet.	27 Asso. Comm.Meet --	28 Hindi Dept .Meet	29 Mahaveer Jayanti Staff Meet	30 Good Friday Hist. Dept. Meet	30 Geo.Dept. Meet.

April 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Lecture by Staff Academy	3 Cultural Comm.Meet	4 Anti-Sexual Harra.Comm.Meet	5 Library Comm. Meet	6 Cultural Comm.Meet	7 Marathi Dept. Meet
8	9 NSS Comm. Meet	10	11 Mahatma hule Jayanti .	12 Marathi Dept.Meet	13 NSS Comm. Meet	14 Bharatratn Dr,Babasahaeb Ambedkar Jayanti
15	16 Marathi Dept.Meet	17 Anti-Sexual Harra.Comm.Meet	18	19	20	21
22	23	24	25	26	27	28
29	30 Budh Jayanti	31				

May- 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 Maharastra Workars Day	2 Summer Vacation	3 Summer Vacation	4 Summer Vacation	5 Summer Vacation
6 Summer Vacation	7 Summer Vacation	8 Summer Vacation	9 Karmveer Bhaurao Patil Death Anniversary	10 Summer Vacation	11 Summer Vacation	12 Summer Vacation
13 Summer Vacation	14 Summer Vacation	15 Summer Vacation	16 Summer Vacation	17 Summer Vacation	18 Summer Vacation	19 Summer Vacation
20 Summer Vacation	21 Summer Vacation	22 Summer Vacation	23 Summer Vacation	24 Summer Vacation	25 Summer Vacation	26 Summer Vacation
27 Summer Vacation	28 Summer Vacation	29 Summer Vacation	30 Summer Vacation			

Feedback Analysis Mechanism

- IQAC asks all the HODs and Single Faculties to collect feedback from students regarding their teachers' performance.

- Feedback Committee asses the feedback forms of the faculty.

- Feedback Committee's analysis is given to the Principal.

- Appreciations and suggestions are given to the concerned by the Principal.

- IQAC asks to follow the suggestions for better improvement in teaching and learning process.

- Feedback by alumni, parents and employers are discussed at departmental level and suggestions are taken into consideration for the development of the college.

Best Practice 01

1) **Title of the Best Practice:-**

   'Decreasing Drop-Out Rate of Married Girl Students'

2) **Objective of the Practice:-**

   ➢ To bring them into main stream of education

   ➢ To decrease the drop-out rate of girl student

   ➢ To create awareness regarding importance of education among the society.

   ➢ To empower the married women.

3) **The Context:-**

   It is noticed that the age of marriage of girls are comparatively less in rural area than urban area. Farmers marry their daughters at early age – almost at the age of 18 or after completion of 12th Std. They are unwilling to give them higher education. Instead of giving them higher education they marry their daughters at the earliest. Some farmers marry their daughters before completion of three years degree program. Therefore, we try our best to bring them into main stream of higher education.

4) **The Practice:-**

   The faculty of the college collects the information of such girl from other students at the beginning of academic year and about our students who have left the college before completing three years degree program. Our faculty gets all necessary details about such girls, their husbands and their in-laws. We visit these families and try to know the reasons and difficulties regarding unwillingness to send their daughters-in-law to the college. After interaction with them, we learn that they are not interested in giving them higher education. Our faculty persuades their mind and convinces them the importance of higher education. Thus we bring them into main stream of education.

5) **Evidence of success:-**

   The faculty tried their best to bring maximum married girl students into main stream of higher education. Since academic year 2012-13 the faculty has succeeded in persuading the minds of husbands and -in-laws of married girls. We succeed in bringing 12-15 married girl students in stream of education every year. The faculty succeed in bringing 12 married girl students in main stream of higher education during this academic year. Thus we succeed in lessening the dropout rate of married girl students.

6) Problems Encountered and Resources Required:-

The problem encountered regarding to convince husbands and -in-laws of married girl students that their thoughts are traditional; they are not willing to send their daughters-in-law to the college; they do not give more importance to higher education. They are also of the view that there are no jobs opportunities after getting higher education The Problems encountered are also related to financial assistance to certain extent. The faculty provides financial support for this practice. The faculty has to bear expenses of visits to their villages to convince them.

Best Practice 02

1) Title of the Best Practice:-

   Water Management in Drought Prone Area

2) Objective of the Practice:-

   ➢ To create awareness among the students about the scarcity of water

   ➢ To create awareness regarding importance of water in human life.

   ➢ To create awareness regarding importance of water management in drought prone area.

   ➢ To develop skill of water management.

   ➢ To create job opportunities for the students.

3) The Context:-

Arts and commerce college, Pusegaon was established in 1994 by Rayat Shikshan Sanstha, Satara in drought prone area of Satara District. The scarcity of water has been increasing since 2002. People of this area experienced severe drought during 2002 to 2005. At that time, drinking water for people and water and fodder for cattle were not available in this region. People had to depend on tankers for drinking water. Fodder and drinking water for cattle were made available in fodder camp by the Government. After that scarcity of water has been gradually increasing every year in this area. Hence the institute decides to create awareness regarding water management among the students and society.

4) The Practice:-

The college organizes various activities on water management. The institute organizes lectures of

experts to create awareness regarding water management among the students first. Then rallies of students along with slogans and banners are organized to create awareness among the society in nearby villages since 2012. The institute in collaboration with Satyamev Jayate Pani Foundation (Satyamev Jayate Water Cup Foundation) has been working in this field since last two years. The institution in collaboration with Satyamev Jayate Pani Foundation (Water Cup Foundation) organizes lectures and workshops for students, their parents and farmers in the college. Audio-visual clips are shown to create awareness and motivate them for water conservation and water management. Then our faculty guides the students to create awareness among villagers.

5) Evidence of success:-

The students of our institute raise the issue of water management and conservation in villagers' meetings (Gramsabha) and motivate villagers to undertake the work of percolation of rainwater and increasing the storage capacity of rainwater by digging pitch, widening river beds and constructing dams in their respective villages. Many nearby villages undertake the work of water management without any fund from the government. It is noticed that water level of earth has been gradually increasing in many villages due to work of water management. Now the problem of drinking water is not as severe as past and it is solved in some extent.

6) Problems Encountered and Resources Required:-

At the early stage, there was no response from villagers. They think that it is the responsibility of the government to make water available during summer season. So we have to visit these villages many times to create awareness among them. The faculty has to bear expenses of visits to these villages to convince them.

SWOC ANALYSIS:

Strengths:

1. ICT enabled classrooms
2. Enriched and Digital Library
3. Greater number of Female students
4. Tradition of Good Result
5. Qualified & Devoted Staff
6. Progressive Management
7. Certificate and short term Courses
8. Healthy relations with society.
9. Research Culture imbibed (Ongoing Minor Research Project)
10. Placement Cell

Weaknesses:

1. Shortage of Funds.
2. Less linkages and collaborations.
3. Need to increase the publication in International Journals
4. Lack of Industrial area

Opportunities:
1. Enhancement of Quality Education among socially, economically and 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 Course in Commerce.
6. Possibility to achieve good CGPA.

Challenges :

1. Changing trend; attitude towards professional courses.
2. Less interest of students in traditional education.
3. Responses from economically weaker sections.
4. Less placements opportunities.