Shri Narayanrao Babasaheb Education Society's

SHRI VENKATESH MAHAVIDYAYALAYA, ICHALKARNJI

(Affiliated to Shivaji University, Kolhapur)
Govindrao High School Campus,Rajwada Chowk, Ichalkarnji ,
PIN: 416 115
District: Kolhapur, State: Maharashtra

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ANNUAL QUALITY ASSURANCE REPORT

2017-18

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL (NAAC)
Bangalore- 560072

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year : 2017--2018

1. Details of the Institution

1.1: Name of the Institution   : Shri Venkatesh Mahavidyalaya, Ichalkaranji

1.2: Address Line 1   : Govindrao High School Campus,
Rajwada Chowk

City/Town   : Ichalkaranji, Dist: Kolhapur

State   : Maharashtra

Pin Code   : 416 115

Institution e-mail address   : mshrivenkatesh@yahoo.com

Contact Nos.   : (0230) 2424534

Name of the Head of the Institution: Dr. Vijay A. Mane

Tel. No. with STD Code: : (0230) 2424534

Mobile   : 8379977373

Name of the IQAC Co-ordinator   : Dr. Naushad M. Mujawar

Mobile: : 9822673554

IQAC e-mail address   : vmiqac230@gmail.com

1.3: NAAC Track ID   : MHCOGN10596

1.4: NAAC Executive Committee
No. & Date   : Letter No. F.19.26/EC (SC-28)/DO/2017/1153

1.5: Website address   : www.venkateshcollege.com
Web-link of the AQAR   :

1.6: Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	73.80	January, 2004	January, 2009
2	2nd Cycle	B	2.12	September, 2010	September, 2015
3	3rd Cycle	B	2.31	November, 2017	November, 2022

1.7: Date of Establishment of IQAC   : 1/07/2004

1.8: Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

1	AQAR-2016-17	23-12-2017

1.9: Institutional Status

University	State	Central	Deemed	Private
	√			

Affiliated College	Yes	No
	√	

Constituent College	Yes	No
		√

Autonomous college of UGC	Yes	No
		√

Regulatory Agency approved Institution (eg. AICTE, BCI, MCI, PCI, NCI)	Yes	No
		√

Type of Institution	Co-education	Men	Women	Urban	Rural	Tribal
	√			√		

Financial Status	Grant-in Aid	UGC 2 (f)	UGC 12 (B)	Grant-in –Aid + Self-financing	Totally self-financing
	√	√	√		

1.10: Type of Faculty/Programme

Arts	
Science	
Commerce	√
Law	
PEI (Phy. Edu.)	
TEI (Edu.)	
Engineering	
Health Science	
Management	
Other (Specify)	

1.11 Name of the Affiliating University   : Shivaji University, Kolhapur

1.12: Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc.

Autonomy by State/Central Govt. / University	No
University with Potential for Excellence	No
DST Star Scheme	No
UGC-CPE	No
UGC-Special Assistance Programme	No
UGC-CE	No
UGC-Innovative PG programmes	No
DST-FIST	No
UGC-COP Programmes	No
Any other	No

2. IQAC Composition and Activities

2.1	No. of Teachers	05
2.2	No. of Administrative/Technical staff	02
2.3	No. of students	02
2.4	No. of Management representatives	02
2.5	No. of Alumni	02
2.6	No. of any other stakeholder and community representatives	00
2.7	No. of Employers/ Industrialists	01
2.8	No. of other External Experts	01
2.9	**Total No. of members**	**15**

2.10: No. of IQAC meetings held : 05

2.11: No. of meetings with various stakeholders:

No.	Faculty	Non-Teaching Staff	Students	Alumni	Others
10	03	02	02	02	01

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

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
Nil	Nil	Nil	Nil	04

   (ii) Themes :
1) Use of E Resources for learning (Date: 9 September, 2017)
2) Workshop on Revised Syllabus of M.Com. (Date: 29 September, 2017)
3) Government Schemes for Small Scale Industries (Date: 18 December, 2017)
4) Employment Opportunities in Film Industries (Date: 20 December, 2017)
       .
2.14: Significant activities and contributions made by IQAC
   (1)Augmentation of Infrastructure:
       IQAC recommended the infrastructural augmentation as follows:
   (a) Extension of Staff Common Room
   (b) Extension of Gymkhana Room
   (c) Additional Girls' Reading Room
   (d) One additional CCTV camera

   (2) Updating of the formats of the Audits of the College
   The IQAC updated the format of Academic, Administrative, Gender & ICT
   Audit and got it done by external experts empanelled by IQAC

   (3) Analysis of Feedback
       IQAC analysed the feedback of students on teachers' performance and also
considered the opinions expressed by the parents in PT meets.

   (4) Faced third cycle of NAAC successfully
       A three-member NAAC Peer Team visited the college on 13th and 14th
October 2017 to assess the college for accreditation. The team interacted with IQAC
members, faculty, alumni and the other stakeholders and discussed about the quality
policies and perspective plans of the college**.**

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
Augmentation of Infrastructure	(a) Extension of Staff Common Room (b) Extension of Gymkhana Room (c) additional internet connection for ladies faculty (d) Additional lavatories for boys (e) One additional CCTV camera
Enhancing Health Awareness through Medical Club Activities	(a)Organisation of Blood Group and haemoglobin checking Camp (b)Awareness Campaign about Generic Medicine (d)Organisation of lecture on Problems of AIDs and discussion with the students (e) Yoga Training programme for girls in association with Girls Forum (f) Guest lecture on 'Women Health and Diet' (g) Blood Donation Camps (3 times) in association with Lions Blood Bank
Skill Development Programmes	a) As per the guidelines of Central & State Governments, the Skill & Entrepreneurship Development Cell was established to operate short term courses under a teacher-in-charge (Mrs. S.H. Ambawade) b)Commencement of short-term Certificate Course in *'Basic Computerised Accounting with Tally'* under Skill & Entrepreneurship Development Cell as per the directives of Central & State governments c)Organisation of short term course in English for Conversational Skills(Jan.2018 to March 2018) d) Certificate Course in Agricultural Accounting e) Short term Certificate Course in Stock Market f) One Day workshop on Quilling Paper Jewellery under Swayamsidhha Cell for girls(6-10-17) (g) One Day Workshop on Tally Accounting Package(13-3-18) (h) One Day Workshop on Practical Banking(30-8-17)
Organisation of Gender Sensitization and Women Empowerment Programme	a) Appointment of two girl representatives on Internal Complaints Committee (ICC)-Miss. Pooja Pareek & Miss. Mayuri Varadai b) Participation of girl students & ICC member in One Day Workshop organised at Annasaheb Dange Arts Commerce and Science College Hatkanangale on Implementation of the Sexual Harassment of Women at Workplace(Prevention, Prohibition and Redressal)

	Act 2013 c) Two Day Management Events organisation for developing managerial skills among girl students (d) Participation of girl students in Mock Preliminary Examination of MPSC conducted by Sanjay Ghodawat Competitive Examination Cell.
Promotion to literary activities and Language Skills	(a)Yearly Formation of Literary Association and Reader's Club (b)Organisation of Writing Letter to Mahatma Gandhi activity(12-7-2017), Elocution Competition (12-8-17), Essay Writing Competition (14-8-17), Debate Competition(10 -2-18) (c) Celebration of Hindi Din(14-9-17), Marathi Bhasha GauravDin(27-2-18), (d) Observation of Birth Centenary year of renowned Marathi poet V. V. Shirwadkar(reputedly known as Kusumagraj)and Poetry Recitation Activity (9-10-17), Democracy Day (e) Activity of Translating Dramatic Scripts (f)Film Appreciation Activity (19-8-17)
Industrial Visits	a) Arrangement of educational industry visit at Infosys, Pune on 06th January 2018.
Promotion of research activities	a) Formation of College Research Committee and conducting meetings time to time b) Establishment of Avishkar Research Cell meant for college students c) Presentation of research project on 'Impact of Social Media on College Students' at Avishkar convention and competition of Shivaji University (28/12/2017) Presentation of research projects on 'Problems faced by Textile Industries in Ichalkaranji' at Avishkar convention and competition of Shivaji University (28/12/2017) d) Organisation of the research competition in the college (04/01/2018) e) Scrutiny of research proposals of teachers and students (June 2017, March 2018) f) Publication of Research Articles by Faculty in Peer Reviewed International(7), National(2) Journals

Organisation of Guest Lectures on practical components of curriculum	The college associations organised the following guest lectures on various topics: a) "Preparing for ICWA exams" b) "Stock holding corporations" c) "GST" d) "Financial Literacy" e) "Opportunities in Banking sector and preparing for banking exams" f) "Finance Management and Account Management" g) "Audit of cooperative societies" h) "Counselling and guidance for MBA entrance exam"
Active participation of Alumni Association	*(a)Meetings of Venkateshians*-The Alumni Association (b)Feedback from Alumni (c)Active Participation of Alumni Association in facing NAAC Peer Team
Lead College Workshops on current issues	Organisation of three one-day workshops under Lead College Scheme of Shivaji University: Themes: (i)Use of E-resources for Teaching (9-9-17) (ii)Government Schemes for Small-scale IndustriesC18-12-17) & (iii) Opportunities in film Industries(20-12-17)
Promotion of student-centric co-curricular & extension activities	(a) College Associations namely Commerce Association, Accountancy Association, Economics Association, English Association, Internal Complaints Committee, Literary Association, Personality Development & Competitive Examination Cell, Wall Magazines (Avishkar), Lead College Workshop Committee etc. organised a number guest lectures, film shows, seminars, workshops, industrial visits in which a good number of students participated. There is a system of registration of students with each of these college associations or committees. (b) More than 200 girls participated in around 12 different competitions held by Girls Forum (OJAS-2018) Around 50 girls worked as organisers and event managers. (c) Participation of 25 students in various Sports competitions at University, State and National level. (d) Participation of 25 students in PPT and Cliptivity presentation, Poster Presentation, Ad-Mad competition & Cultural activities
Organization of Management Event	Organisation of Management Event named INSPIRO-2K17 by BBA Dept.

Encouragement to students to participate in Off-the Campus activities	(i) Participation of BBA students in 7 Inter-collegiate Management Events organised by 9 other colleges & winners of **General Championship** (ii) Participation of students in University Research Competition: Avishkar (iii) Participation of students in the University team of Kabbadi, Taekwondo, Yoga,Free style swimming, and national team of Kho-kho.
Application of effective teaching-learning techniques	The teachers used the following teaching techniques i) PPT ii) Group Discussion, iii) Industrial Visits, iv) Experts' Lectures/ Courtesy Lectures , v) Quiz , vi) Poster Presentation vii) Concept Maps viii) e-Resources ix) Book Reviews, x) MCQ xi) Seminar Topics xii) Questions for Oral Examination
Audits	IQAC prepared the formats of audits and suggested the names of external agencies for audit. The college got the following audits done. (i) Academic Audit (ii) Administrative Audit (iii) Gender Audit (iv) ICT Audit
Preparation for NAAC Peer Team Visit	NAAC Peer Team visited on 13th and 14th October 2017 for the 3rd cycle of assessment and accreditation. The institutional score in this accreditation is 2.31

* Academic Calendar of the year is attached as Annexure-1

2.15: Whether the AQAR was placed in statutory body?   : Yes

Management	Syndicate	Any other body
√	---	---

Provide the details of the action taken:

Data and information presented in AQAR was discussed first in faculty meeting and then approved by 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	---	01	---
PG Diploma	---	---	---	---
Advanced Diploma	---	---	---	---
Diploma	---	02	02	---
Certificate	---	02	02	---
Others	---	---	---	---
Total	03	04	06	---

Interdisciplinary	---	---	---	---
Innovative	---	---	---	---

1.2: (i) Flexibility of the Curriculum:

CBCS	Core/Elective option	Open options
For PG (M.Com.)	For UG (B.Com.)	No

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	03 (02 UG & 01 PG)
Trimester	---
Annual	---

1.3: Feedback from stakeholders* *(On all aspects)*

Alumni	Parents	Employers	Students
Yes	Yes	No	Yes

Mode of feedback:

Online	Manual	Co-operating schools (for PEI)
Yes	Yes	No

Analysis of the feedback provided in the Annexure-2

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

Nil

Salient aspects:

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1: Total no. of permanent faculty

Total	Assistant Professors	Associate Professors	Professors (Principal)	Others
11	04	04	01	02*

*01: Physical Director, 02) Librarian

2.2: No. of permanent faculty with Ph.D.: 03

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
05	01	06	---	---	---	16	---	27	01

2.4: No. of Guest and Visiting faculty and Temporary faculty

Guest	Visiting	Temporary
00	00	16

2.5: Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars	---	09	01
Presented papers	---	08	0
Resource Persons	---	---	04

2.6: Innovative processes adopted by the institution in Teaching and Learning:
   i) Teaching Plans
   ii) PPTs for lectures

iii) Educational Films

iv) Industrial Visits

v) Group Discussion

vi) Model Solution

vii) Poster Presentation

viii) Use of dailies like Economic Times, Business Standard and magazines like Business India, Capital Market

ix) Concept Maps

x) Class Assignments & Home Assignments

x) Seminars/ Guest (Experts) Lectures on complex & practical-oriented contents

xi) Informing the students about Website Links and OERs

2.7: Total No. of actual teaching days during this academic year: 199

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

   Nil

2.9: No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop. : 02

2.10: Average percentage of attendance of students: 83%

2.11: Course/Programme-wise distribution of pass percentage: (March/April-2018)

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Total Pass %
B.Com.	392	25	121	157	05	78.57
B.B.A.	62	07	19	26	--	83.87
M.Com.	29	04	09	11	--	82.75

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

   i) It is customary for the college to start classes from the very first day of the term

   ii) IQAC prepares the Academic Calendar and provides the formats of Teaching Plans which every teacher has to submit at the beginning of each term

   iii) IQAC collects the subject-wise result analysis & scrutinises the same and only grey areas, if any, are discussed in faculty meeting

   iv) IQAC collects Syllabus Completion Reports from all teachers and verifies the same confidentially

   v) IQAC scrutinises the Academic Diaries & API forms submitted by the teachers

vii) In-charge of Time Table committee and Staff Secretary are entrusted with day-to-day monitoring of the teaching-learning process. It is done by Course co-ordinators in case of B.B. A. & M.Com. courses.

viii) Students' feedback on teachers' performance is analysed

ix) Parents' feedback is also considered while forming the teaching learning process.

2.13: Initiatives undertaken towards faculty development

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

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	09	02	00	02
Technical Staff	00	00	00	00

Criterion – III
3. Research, Consultancy and Extension

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

i) Research Committee of the college inspires and facilitates the teachers to undertake research work and pursue doctorates and also regulates the students' research work

ii) Before submission of research proposals (for minor research projects, M.Phil. & Ph. D.), the concerned faculty submits its copy to Research Committee, which scrutinises the same and makes suggestions for improvement, if any.

iii) Separate computers with Internet connectivity are provided for free use to the faculty & students

iv) The latest books, e-books and periodicals on a variety of areas covered under Commerce, Management, Finance, Marketing, Research Methodology are collected to support the faculty & students research.

v) The teachers are inspired for publication of articles in seminars, workshops and journals and to contribute as co-author for preparation of Self-Instructional Material (SIM) for Distance Education Centre of University

vii)IQAC Motivates the faculty to participate in workshops on Research and Publication for which the college sanctions duty leaves.

viii) It Encourages the teachers to present research papers in state, national and International seminars, workshops and conferences, for which the college sanctions duty leaves and reimburses the registration fees.

ix) Motivates students for participation in Avishkar Research Convention held by University

x) Research Committee helps the students in choosing research topics & provides Research Project Guides

xi) Appreciation of research and publication work in faculty & LMC meetings

xii) Workshop on Research Methodology for M.Com. & BBA students (Only final year)

3.2: Details regarding major projects

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

3.3: Details regarding minor projects

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

3.4: Details on research publications

	International	National	Others
Peer Review Journals	7	02	--
Non-Peer Review Journals	1	--	--
e-Journals	1	--	--
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	--	---	---	---
Interdisciplinary Projects	--	---	---	---
Industry sponsored	--	---	---	---
Projects sponsored by the University/ College	--	---	---	---
Students research projects *(other than compulsory by the University)*	--	---	---	---
Any other(Specify)	--	---	---	---
Total	**--**	**---**	**---**	**---**

3.7: No. of books published

i) With ISBN No	00
Chapters in Edited Books	00
ii) Without ISBN No	00

3.8: No. of University Departments receiving funds from

UGC-SAP	CAS	DST-FIST	DPE	DBT Scheme/funds
Nil	Nil	Nil	Nil	Nil

3.9 For colleges

Autonomy	CPE	DBT Star Scheme	INSPIRE	CE	Any Other (specify)
No	No	No	No	No	No

3.10: Revenue generated through consultancy: Nil

3.11: No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	---	---	---	1	03*
Sponsoring agencies	---	---	---	Shivaji University---	Shivaji University

Lead college workshops

3.12: No. of faculty served as experts, chairpersons or resource persons: 04

3.13: No. of collaborations

International	National	Any other
Nil	Nil	08

3.14: No. of linkages created during this year: 00

3.15: Total budget for research for current year in lakhs:

From funding agency	---
From Management of University/College	Money spent on research journals& books
Total	**102665**

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	District	College
---	---	---	---	---	---	---

3.18: No. of faculty from the Institution:

who are Ph. D. Guides: 02

and students registered under them: 05

3.19: No. of Ph.D. awarded by faculty from the Institution: 00

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

JRF	SRF	Project Fellows	Any other
Nil	Nil	Nil	Nil

3.21: No. of students participated in NSS events: 2017-18)** not available: to be given by R R Patil Sir

University level	State level	National level	International level
50	09	00	Nil

3.22: No. of students participated in NCC events:

University level	State level	National level	International level
00	00	00	00

3.23: No. of Awards won in NSS:

University level	State level	National level	International level
00	00	00	00

3.24: No. of Awards won in NCC:

University level	State level	National level	International level
00	00	00	00

3.25: No. of Extension activities organized

University forum	College forum	NCC	NSS	Any other
02	05	00	28	02(BBA dept.)

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

i) Distribution of essential goods, snacks & fruits during visits to Orphanages, Old-age Homes, Leprosy Colonies and Schools for Mentally Retarded students
ii) Blood Donation Camps
iii) Visit and services to Old age Home

iv)Street Shows

v) Organisation of lectures on Make India - Young India, Importance of Organ Donation

vi)Cleanliness campaign by NSS

vii) Tree Plantation & Save Water movement

viii) Participation in Save Environment movement organized at the time of *Ganpati Visarjan*

ixi) Participation in Traffic Safety Week/ Traffic Control Week

x) Celebration of Independence Day, Republic Day and World Population Day, Constitution Day, NSS Day International Women Day

xi) Industrial Visits

xii) Observation of Dr. Ambedkar Mahaparinirvan Din, Mahatma Gandhi Jayanti

 xiii) special work camp at Birdevwadi and awareness programmes on cleanliness, eradication of superstition literacy were conducted

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	2.33 acres	---	---	2.33 acres
Class rooms	09+4	---	---	13
Laboratories	---	---	---	---
Seminar Halls	01	01	College Fund+ Contribution of Parent Institution	01
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	140 Benches 262 chairs 27 fans, 12 stools, 1 Bell	Rack 2 Fan 13 Chairs 12 Showcase 1 Camera 1	College Fund+ Contribution of Parent Institution	140 Bench 274 Chair 40 Fan 12 Stools 1Bell, Racks2, Showcase1, Camera1
Value of the equipment purchased during the year (Rs. in Lakhs)	6,52,933	172612	---	825545
Others	---	---	---	---

4.2: Computerization of administration and library:

i) The whole administrative work is done by using computers, Internet. Wi-Fi is provided in the college.

ii) There is OPAC in the library. Two computers with Internet connectivity are placed in the library for use of faculty. Three other computers are used for storage of data regarding library.

4.3: Library services:

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value (Rs.)	No.	Value (Rs.)
Text Books	7,543	5,84190	56	1700	7,599	5,85890
Reference Books	8066	1252617	283	83094	8349	1335711
e-Books	---	---	---	---	---	---
Journals	---	50,100	--	21530	---	---
e-Journals	---	---	---	---	---	---
Digital Database	---	---	---	---	---	---
CD & Video	150	---	--	164	---	---
Others (specify)	---	---	---	---	---	---

4.4: Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	69	03	01	--	--	--	--	--
Added	00	---	01	--	--	--	--	--
Total	69	03	02	--	--	--	--	--

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

i) Networking is provided to computers used by administrative staff

ii) Internet & Wi-Fi is provided in the college building which benefits the library, computer lab-1 (BBA), computer lab-2 (Commerce Lab) & computer lab-3 (English Language Lab)

iii) Teachers & students have free access to computers & Internet facilities

iv) The process of admission, eligibility, sending marks of internal evaluation, conduct of examination & declaration of results are carried out with the help of computers & Internet

v) The rapport with University and Joint Director is maintained on-line for administrative purpose

vi) Through peer-learning system the training is provided to the students

vii) The office staff is deputed to participate in the workshops organised by University for technological upgradation (Exam. work, AISHE)

viii) Eight classrooms have LCD projectors, one classroom & Conference Hall has smart boards, which are used for conducting lectures and co-curricular activities

ix) Workshop on Use of E-Resources was conducted through Lead College Scheme to update teachers

4.6: Amount spent on maintenance in lakhs:

i) ICT	0.00
ii) Campus Infrastructure and facilities	1.85
iii) Equipments	2.05*
iv) Others	---
Total	3.80

*For BBA

Criterion – V

5. Student Support and Progression

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

i) IQAC prepares the Academic & Activities Calendar for the coming academic year which is printed in the annual report of the college (*Sudarshan*) and distributed to all students, wherefrom the students can know about various activities & support services. It also provides the detailed reports on student activities & support services.

ii) Prospectus & college website contains the details of all support services available to students

iii) Display & circulation of notices & circulars and class announcements

iv) Freshers' welcome/ Principal's address to newly admitted students

5.2: Efforts made by the institution for tracking the progression

i) The college facilitates student progression to higher level education and employment through---.

- Conducting Workshops related to Career Opportunities
- Personal counselling by teachers
- Guest lectures on professional examinations
- Counselling sessions of eminent faculties of M.B.A. Institute.
- Campus visits to M.B.A. Institutes

ii) The college tracks the progression through informal feedback from students, parents, alumni and employers.

5.3: (a) Total Number of students

UG (B. Com. & B.B. A)	PG	Ph. D.	Others
1617	84	00	00

(b) No. of students outside the state: 02

(c) No. of international students: Nil

Men		Women	
No.	**%**	**No.**	**%**
00	00	00	00

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1327	109	00	203	01	1640	1126	109	00	230	02	1467

Demand Ratio			Dropout %		
B.Com.	**B.B.A.**	**M.Com.**	**B.Com.**	**B.B.A.**	**M.Com.**
1:64	1:25	2.00	0.12		

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

The college runs Competitive Examination & Personality Development Department operating under a committee of senior teachers.

   i) Several books on competitive examinations including NET/SET, Banking Exams. General Knowledge, Numerical Ability Test, Attitude/ Aptitude Tests are made available to students. The separate arrangement is made in the library to store these books.

   ii) The students are appealed and given freedom to choose the books useful for them in the Book Exhibition held twice a year. The college purchases the books chosen by the students.

   iii) The students preparing for such examination are given freedom to choose the useful books which the college purchases

   iv) Guest lectures on Preparation for Competitive Examinationswere organized in which the successful candidates, directors of coaching classes of competitive examination and government officers / police officers are invited.

   vi)Mock Preelimentary Test for MPSC was conducted in collaboration with Sanjay Ghodawat Institute.

   vii) Venkatesh Academy, operating under the Physical Director of the college, provides coaching for Physical Fitness of the students preparing to join State Police Force & Military. This is done in the afternoon hours. Many of the students are befitted.

No. of students beneficiaries	65*

*students are selected in Police force and Military.

5.5: No. of students qualified in these examinations

NET	00
SET/SLET	00
GATE	00
CAT	00
IAS/IPS etc	00
State PSC	00
UPSC	00
Others	02

5.6: Details of student counselling and career guidance:

No. of students beneficiaries	---

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	Nil

5.8: Details of gender sensitization programmes

There is a separate Girls' Forum and Internal Complaints Committee that function under the headship of senior lady teacher and a social women activist (Adv. Madhuri Kajave) respectively, which organise various gender sensitization programmes for faculty and students.

i) Girls' Forum: It organized 2-day special event called Ojasa-2K18 for girl students on 11th & 12nd January, 2018under which 12 different competitions were conducted. To carry out this event, various Sub-Committees of students were formed and the required autonomy and freedom was given to them.

ii) Internal Complaints Committee (Erstwhile known as Sexual Harassment (Prohibition) Committee: Lecture of Adv. Madhuri Kajave was organised under Gender sensitization Programme

iii) Self-Defence (Marshal Art Training); The college provided 15 days training of self- defence training **(Marshal Art)** to girls under which the trainer from outside was invited.

iv)Two girl students (Ms Pooja Pareek& Ms. Mayuri Vardai of B. Com.-II) were appointed on ICC.

v)Participation in a workshop on 'Implementation of The Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act,2013 ' on 10th February, 2018 by 30 girls and committee member.

5.9: Students Activities

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

	State/ University level	National level	International level
Sports/Games	22	4	---
Management Events	25	---	---

No. of students participated in cultural events

State/ University level	14*
International level	--
National level	01

* Nine in State 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
Sports/Games	04	01	---
Management Events	22*	---	---

* 4 General Championship

Cultural:

	State/ University level	National level	International level
Cultural Events	00	00	00

5.10: Scholarships and Financial Support

	Number of students	Amount (Rs.)
Financial support from institution	--	---
Financial support from government	06	40.000
Financial support from other sources	---	---
Number of students who received International/ National recognitions	---	---

5.11: Student organised / initiatives

Fairs:

State/ University level	Nil
International level	Nil
National level	Nil

Exhibition:

State/ University level	Nil
International level	Nil
National level	Nil

5.12: No. of social initiatives undertaken by the students: 9

5.13: Major grievances of students (if any) redressed: Nil

Criterion – VI
6. Governance, Leadership and Management

6.1: State the Vision and Mission of the institution

Vision:

'To become the premier educational institution to provide quality commerce education blending with moral and civic values, relevant in the present context'

Mission:

'To impart quality education in commerce to all classes of society and mould the students into socially responsible citizens and to contribute in the development of human resources to meet the contemporary challenges'

6.2: Does the Institution has a Management Information System?
    Yes.

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

6.3.1: Curriculum Development

i) As a member of sub-committees, the faculty members actively participated in revision of syllabus. Beforehand, they informally discussed with the colleagues and external experts about the existing contents of a paper & the latest developments which need to be incorporated in the syllabus.

ii) The faculty members participated in syllabus revision of other autonomous colleges

iii) As per demands of the students the Diploma course in Stock Marketing and courses in Agricultural accounting, Tally and Conversational English were conducted for the students.

6.3.2: Teaching and Learning

i) Exchange of ideas about new teaching learning Methods in Staff Academy

ii)Submission of teaching plan in the format provided by IQAC is made obligatory

iii) Use of modern teaching techniques like Brain storming, GD, class seminars, model solution, concept maps , quiz, film-shows, debates, industrial visits, peer-learning, remedial coaching, guest lectures, MCQs, practice work,

iv) use of Commerce Lab and Language Lab for enhancing learning experience

v) It is made obligatory to use LCD for some lectures & to maintain its record & to get it verified by HoD

vi) Educational websites & OERs are suggested to students

vii) PPT presentations by students

6.3.3: Examination and Evaluation

i) The subject teachers conducted the Oral Test of students for III & IV semesters

ii) Semester-wise examinations are conducted as per University's examination programme

iii) Centralised Assessment Programme for B.Com.-Part-I & B.B.A.-Part-I is conducted by the college

iv)Post-examination grievances are redressed by the respective examination committee (The college has formed separate Examination Committee for each class)

v) The college provides the support to the students to chase his/her exam-related grievances at University

vi) In case of first year, the photo-stat copies of answer books are provided to students against their application & payment of fees of Rs. 150/- per paper

6.3.4: Research and Development

i) Research Committee of college scrutinized the research proposals to be submitted for M.Phil., Ph.D. & research projects etc. & made suggestions, wherever necessary for improvement.

ii) Teachers were encouraged for presentation of research papers at seminars & conferences at national & international levels and also for publication of research articles & books.

iii) Teachers were motivated to undertake research activities

iv) Students were provided Research Guides for their project preparation & also availed with the latest books & computers with Internet facility

v) Three teachers are pursuing Ph.D. and 1 completed M. Phil

6.3.5: Library, ICT and physical infrastructure / instrumentation

i) Library Advisory Committee decides the budget allocation for each major subjects which is utilised accordingly for enrichment of the library in terms of latest edition of a variety of titles covered under commerce & management

ii) Teachers & students are given freedom of choosing the books from the Book Exhibition held twice a year in the college, which are purchased by the college

iii) OPAC is in place

iv) Facility of on-line evaluation of teachers by students, on-line submission of anti-ragging undertakings and creation of on-line alumni community attached to college website is an attempt to bring students towards use of ICT.

v) All classrooms with LCD projectors, two with on-line teaching apparatus (Smart Boards) and newly built-up Language Lab and AV-cum-Conference Hall have added value to imparting pedagogical contents.

vi) CCTV surveillance for 24 hours is provided

vii) CDC & IQAC looks after the development of physical infrastructure

6.3.6: Human Resource Management

i) Obligatory Thumb Impression for attendance

ii) Upward mobility by acquiring research degrees & additional qualifications

iii) Involvement of all faculty members in college activities

iv) Maintenance of service records of all employees

v) Encouragement for academic & professional development

vi) Assignment of new responsibilities

vii) Opportunity to participate indecision-making process

viii) Welfare schemes in the form of group insurance, retirement benefits and loan facility

6.3.7: Faculty and Staff recruitment

i) Roster is maintained as per state government rules

ii) Faculty & staff recruitments are made through advertisement as per rules of UGC, Government of Maharashtra & University

iii) Management recruits the temporary faculty & office staff purely on temporary basis as per requirement

6.3.8: Industry Interaction / Collaboration

i) Representation on IQAC

ii) Student Research Projects on local banks & industries

iii) Courtesy / Guest lectures for students

iv) Sponsorship of Intra & Inter-collegiate Events

6.3.9: Admission of Students

i) The college has a systematic and transparent admission process which complies the norms of affiliating university and state government and meticulously monitored by the Admission Committees.

ii) Admission to all courses is done purely on merit basis

6.4: Welfare schemes for

Teaching	i) Retirement Benefits (GPF, Gratuity & Pension) ii) Group Insurance, iii) Loan Facility iv) Medical Reimbursement
Non-teaching	i) Retirement Benefits (GPF, Gratuity & Pension) ii) Group Insurance, iii) Loan Facility iv) Medical Reimbursement
Students	i) Earn & Learn Scheme ii) Scholarships including Merit Scholarship iii) Students' Aid Fund iv) Group Insurance v) Cash prizes & Mementoes

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	Yes	i) Local Inquiry Committee of Shivaji University ii) Faculty of reputed institutions	---	----
Administrative	Yes	i) Local Inquiry Committee of Shivaji University ii) Faculty of reputed institutions	----	----

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?

From the last academic year, Shivaji University has introduced the Secured Remote Paper Delivery (SRPD) system through which the examination section of University sends the soft-copy of the concerned question paper/s on-line, approximately 1 hour before starting the examination and the college downloads and gets it printed and photocopied as per requirement.

The colleges are compelled to have a separate SRPD room operating under a committee and a CCTV camera where the entry for others is strictly banned.

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

Not Available

6.11: Activities and support from the Alumni Association
i) Feedback or suggestions by Alumni helped in defining developmental measures of the college
ii) Lectures of the eminent alumni were organised to motivate the currently enrolled students. Some alumni enlightened the current students on the matters of Taxation, Banking Budget and Entrepreneurship etc. This year, CA Bhalchandra Thigale, the alumnus of the college, enlightened the students on 'Góods & Service Tax' by delivering a lecture on 19th August 17.
iii) Alumni Meet was organised in which the teachers were felicitated

6.12: Activities and support from the Parent -Teacher Association
i) PTA Executive Council for the year 17-18 was formed
ii) PTA meeting was held on 9-8-17 and 8th January 18.
iii) Reviews and suggestions of parents were collected on the students' & teachers' performance & student support services.
iv) Parents interacted with the NAAC Peer Team and revealed satisfaction about the teaching-learning environment of the college.

6.13: Development programmes for support staff
The office staff was deputed to participate in workshops on technology up-gradation, AISHE, MIS & SRPD etc.

6.14: Initiatives taken by the institution to make the campus eco-friendly
   i) Rain Water Harvesting is in place
   ii) Tree plantation on the campus
   iii) The college has a practice of inaugurations of various events by 'watering the plants'
   iv) No vehicle day is observed on 15th day of every month
   v) Use of tobacco in any form is banned in the college campus

Criterion – VII

7. Innovations and Best Practices

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

The following innovations introduced during the current academic year have created the positive impact on the functioning of college.

 i) Use of Smart Boards for teaching

 ii) Diploma Courses on Agricultural Accounting & Share Market

 iii) Certificate Course in Basic Computerized Accounting & Tally under Skill & Entrepreneurship Development Cell was formed in the college

 iv) Expansion of Staff Common Room

 v) Construction of Gymkhana Room

 vii) Collaboration with local bodies for conduct of co-curricular & Extra-curricular activities

 viii)Inter-college Library Loan Scheme was followed for the students

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

Most of the plans are carried out as per plan.

7.3: Give two Best Practices of the institution

Best Practice-1: Developing Reading culture among students
Best Practice-2: Developing Computer literacy among students

7.4: Contribution to environmental awareness / protection

  i) Cleanliness campaign, save river, cleanliness of public water tank, pollution prohibition move (especially at the time of *Ganpati Visarjan*) etc.
  ii) Tree plantation
  iii) Rain-water Harvesting
  iv) No Vehicle Day is observed on 15th day of every month to save fuel and minimize air and sound pollution
  v) Inauguration of various events by 'watering the plants' and offering saplings instead of bouquet
  vi) Ban on use of tobacco in any form

7.5: Whether environmental audit was conducted?

Yes	
No	√

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

Strength:
    i) High demand ratio
    ii) More student-centric co-curricular activities
    iii) Presence of students in order of merit of Shivaji University
    iv) Students participation in off-the-campus activities
    v) Experienced faculty
    vi) Right guidance by Academic, Administrative, ICT & Gender Audit

Weaknesses:
    i) Infrastructural constraint
    ii) No green audit
    iii) No consultancy services

Opportunity:
    i) Starting more short-term courses
    ii) Digitization
    iii) Research & Publication
    iv) More computers for students' use
    v) Full-fledged Competitive Examination Cell

Challenges:
    i) Students Placement
    ii) Sustaining the numerical growth
    iv) Ban on new recruitment

8: Plans of institution for next year

    i) Organisation of national/ international conference or Seminar
    ii) Increase in use of technology based teaching –learning habits
    iii) Library Audit
    iv) Digitization of Office & Library
    v) Creation of OER by faculty

(Dr. Naushad M. Mujawar)   *(Dr.Vijay A. Mane.)*
Co-ordinator, IQAC   *Chairperson, IQAC*

1) Academic & Activities Calendar (Year: 2017-18)

Month	Activities
	First Term : 12/06/2017 to 14/10/2017
May-June 2017	• Declaration of results by Shivaji University (B.Com. B.B.A. M.Com.) • Sale of Prospectus "Admission Process (From 3nd week of June,2017) ***Ist Term begins from 12th June, 2017*** Display of Merit List • Teaching begins (B.Com. II) • Testing of knowledge of freshers • Career Planning guidance to freshers • International Yoga Day 21st June, 2017 • IQAC Meeting: 01 • Staff Meeting: 01 (Agenda : Allotment of college Associations/Departments) • NSS (Celebration of Shahu Jayanthi- (26th June))
July 2017	• Teaching continues • Tree Plantation Programme (1st July, 2017) • Welcome Function (Principal's address to freshers) • Formation of Students' Working Committees for all College Associations • Inauguration of College Associations • Co- curricular activities by College Associations • Library Orientation Programmme • Registration of NSS Volunteers • NSS regular activities (i) Students' Day ---9th July (ii) World Population Day-Essay Competition-11 July • LMC Meeting • Girls Forum Activities
August 2017	• Teaching continues • NSS regular activities (9th August Kranti Din Rally) • Independence Day (15th August) • Sports (Zonal & Inter –zone tournaments) • Co-curricular activities by College Associations • Formation of Students Council • Blood Donation Camp • PTA Meet
September 2017	• Teaching continues • Co-Curricular activates by College Associations • Teachers' Day (5th September) by NSS • International Literacy Day/ Week (8th September) • Social Service Scheme Day (24th September) • One-day Workshop under Lead College Scheme(I) • IQAC Meeting: 02 • Girls Forum and Swaymsidhha Activity • Meeting with Students Council

October 2017	• Teaching continues (Up to 2nd week) inclusive of revision/remedial coaching • Internal Evaluation (of B.Com-Part-II, III, M.Com-Part-I,II and BBA) • Blood Donation Camp Gandhi Jayanthi (2nd October) by NSS dept. • Staff Meeting • World Meals Day (16th October) by NSS. • University Examinations : From 3rd /4th week)* • CDC Meeting
	Diwali Vacation: 15/10/2017 to 05/11/2017 **Central Assessment Programme (CAP)**
	Second Term : 06/11/2017 to 28/04/2018
November 2017	• Conduct of Chartered Accountants Examination (IPC and Final) 1st November, 2017 to 17th November, 2017 • College reopens on 06 November, 2017 • Teaching begins • Declaration of results by University • Cleanliness Campaign on occasion of Shivaji University Foundation Day by NSS Dept. (18th November) • Mothers' Day (19th November0 by NSS dept. • Co-curricular activities by College Associations • Staff Meeting: 03
December 2017	• Teaching continues • World AIDS Day (Rally-1st December) by NSS dept. • Human Rights Day (10th December) by NSS dept. • Co-curricular activities by College Associations • One-day Workshop under Lead College Scheme (II) • IQAC Meeting.
January 2018	• Teaching continues • Savitribai Phule (Rally-3rd January) by NSS National Youth Day ---- 2- Day Special Event for Girls to be organized by Girls' Forum • National Youth Day (12th January) by NSS • Tilgul Watap on occasion of Makar Sankrati at Leprosy colony • 2- Day Special Event for Girls to be organized by Girls' Forum • Republic Day (26th January) • Special Camping Programme (NSS) • One-day Workshop under Lead College Scheme (III)
February 2018	• Teaching continues • Co-curricular activities by College Associations • Industrial Visit of Accountancy Associations • Exhibition by Girls Forum & Girls Forum • Annual Prize Distribution Ceremony • Teachers' Evaluation by Students (online) • Compulsory Physical Education Examination for Part-I students • Inter-collegiate management event by BBA students

March 2018	• Teaching continues (Upto 2nd week) inclusive of revision/remedial coaching • Internal Evaluation (of B.Com-Part-II, III, M.Com-Part- I, and BBA) • Women's Day Rally (8th March) • World Health Day (21st March) • University Examination : (From 3rd week)* • PTA Meet • IQAC meeting: 04
April 2018	• University Examinations continue • Assessment of B.Com. and B.B.A.-Part-I Semester-II (CAP) • Assessment of Research Project Reports of M.Com. Part-II and BBA-Part-III (By the Viva-Voce Committee to be formed by University) • Staff Meeting: 04 • Central Assessment Programme (CAP)
May 2018	• Summer Vacation begins (from 29th April) • Conduct of Chartered Accountants Examination • (IPC and Final – 2nd May, 2017 to 16th May, 2017)

*The examination schedule will be declared by Shivaji University

#College Associations includes Commerce Association, Accountancy Association, Economics Association, Career Counseling and Placement Cell, Literary Association, Avishkar Wall Paper, Girls' Forum, Medical Club etc.

$ To be decided by NSS Committee

Note: This calendar is indicative, not exhaustive, and the activities are scheduled tentatively and which are likely to be changed as per demand of the time and situation.

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Co-ordinator, IQAC   *Chairperson, IQAC*

2) Feedback on Teachers' Evaluation by Students:

During the academic year 2017-18 the Students' Feedback Committee collected duly filled-up feedback forms from the students of each class. The feedback form contained 20 questions divided in two parts relating to the teaching, learning and evaluation. The questions were arranged on 5-point Likert's Scale. The students selected per teacher were asked to rate those questions as 'Strongly Agree', 'Agree' 'Neutral', 'Disagree' & ' Strongly Disagree.' The students were selected by using Stratified Sampling method and the Weighted Average method was used to compute the score per teacher. The collected feedback forms were evaluated in most confidential manner to sort out faculty into three categories i.e. best, good, average & below-average performers. Grievance Redressal Cell and Result Analysis are the other modes open to the Principal to cross-examine the feedback report so received from the committee. Having arrived at the perfect conclusion about the teachers' teaching-learning performance, the Principal confidentially shares the summary of the feedback to the individual teachers, from which they can understand their strengths and weaknesses.

Depending on score the teachers were classified in four categories, such as 'Best', 'Good', 'Average' & 'Below Average'. The feedback analysis of 26 teachers including temporary teachers revealed the following picture.

Score	Category	No. of Teachers
3 to 4	Best	20
2 to 2.99	Good	04
1 to 1.99	Average	02
0 to 0.99	Below Average	00

ii) Feedback by Parents:
The feedback from parents was collected in PTA meets as their remarks, which were discussed in the IQAC meetings.

iii) Feedback by Peers & Alumni:
The feedback from fellow teachers of our college and that of other colleges meeting in Shivaji University Commerce and Management Teachers Association (SUCOMATA) and alumni (especially C.As) has led to incorporate the recent trends in business management, law, accounting & auditing in the syllabus revised every three years by Shivaji University.

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