The Annual Quality Assurance Report (AQAR) of the IQAC

Part - A

1. Details of the Institution

1.1 Name of the Institution

> Dnyanopasak Shikshan Mandal's
> Arts, Commerce & Science College, Jintur

1.2 Address Line 1

> Yeldari Road

Address Line 2

> Dnyangiri campus

City/Town

> JINTUR

State

> MAHARASHTRA

Pin Code

> 431509

Institution e-mail address

> Dsmj.principal@rediffmail.com

Contact Nos.

> 02457 - 237232

Name of the Head of the Institution:

> **Dr. S.L. Sadawarte**

Tel. No. with STD Code:

> 02457 - 237232

Mobile:

> 9422176991

Name of the IQAC Co-ordinator:

Dr. S.M. Kolhe

Mobile:

9421490204

IQAC e-mail address:

iqacdsmjintur@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) :   MHCOGN10716

1.4 Website address: www.dsmjacsjintur.ac.in

Web-link of the AQAR: http://www.dsmacsjintur.ac.in/AQAR_2014-2015.pdf

1.5 Accreditation Details :

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	'B'	-	2004	2004 to 2009
2	2nd Cycle	'B'	237	2015	2015-2020
3	3rd Cycle	-	-	-	-
4	4th Cycle	-	-	-	-

1.6 Date of Establishment of IQAC : DD/MM/YYYY   01-01-2004

1.7 AQAR for the year *(for example 2010-11)*   2014-15

1.8   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 _____ _____ (DD/MM/YYYY)

      ii.   AQAR_____ _____ (DD/MM/YYYY)

      iii.   AQAR_____ _____ (DD/MM/YYYY)

      iv.   AQAR_____ _____ (DD/MM/YYYY)

1.9 **Institutional Status**

University   State ☑ Central ☐ Deemed ☐ Private ☐

Affiliated College   Yes ☑   No ☐

Constituent College   Yes ☐   No ☑

Autonomous college of UGC   Yes ☐   No ☑

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

Type of Institution   Co-education ☑   Men ☐   Women ☐

Urban ☐   Rural ☑   Tribal ☐

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

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

1.10 Type of Faculty/Programme

Arts ☑   Science ☑   Commerce ☑   Law ☐   PEI (Phys Edu) ☐

TEI (Edu) ☐   Engineering   Health Science ☐   Management ☐

Others (Specify) | - |

1.11 Name of the Affiliating University
(for the Colleges) | Swami Ramanand Teerth Marathwada University, Nanded. |

1.12 Special status conferred by Central/ State Government--

UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University | -- |

University with Potential for Excellence | -- | UGC-CPE | -- |

DST Star Scheme | -- | UGC-CE | |

UGC-Special Assistance Programme | -- | DST-FIST | -- |

UGC-Innovative PG programmes | -- | Any other (*Specify*) | -- |

UGC-COP Programmes | -- |

2. IQAC Composition and Activities

2.1 No. of Teachers   7

2.2 No. of Administrative/Technical staff   1

2.3 No. of students   1

2.4 No. of Management representatives   1

2.5 No. of Alumni   1

2. 6 No. of any other stakeholder and
      community representatives   1

2.7 No. of Employers/ Industrialists   1

2.8 No. of other External Experts   0

2.9 Total No. of members   13

2.10 No. of IQAC meetings held   2

2.11 No. of meetings with various stakeholders: No. 5   Faculty 2

Non-Teaching Staff Students 1   Alumni 1   Others 1

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

If yes, mention the amount   Nil

2.13 Seminars and Conferences (only quality related)

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

Total Nos. -   International -   National -   State -   Institution Level -

(ii) Themes   --

2.14 Significant Activities and contributions made by IQAC :

Interaction with faculties for maintaining and sustaining quality education.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
To Motivate the faculty for research activity.	Major and Minor Research Projects are submitted by faculty to UGC.
To motivate the faculty to publish research papers at international, national and State level research journals.	No. of papers published by the faculty : 　　　　　　　　　　Journals　Proceeding International level : 26 (PR)　07 National level　　: 08　　42 State level　　　 : 00　　05
To motivate the faculty to attend Seminars, Conferences, Workshops, Symposia etc.	No. of faculty members attended : 　　　　　Conf.　Semi. Workshops International 01　　04　　00 National　　21　　06　　03 State/Reg.　03　　00　　08
To motivate the faculty to publish /edit the text/ reference books.	No. of books edited/published by faculty : Books /　　　　　　　: 06 Chapters in books　　 : 02
To motivate the use of innovative modes of teaching.	Innovative modes of teaching used by faculties : Seminars　　　　　　: Group discussion.　　: PPT presentations.　　: Field study.　　　　: Education excursions.　:
Increase activities for competitive examinations and personality development.	- Soft Skill Development Cell established. - Books purchased for competitive Exam.

* *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 :　　　Submission of AQAR

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
Ph.D	-	-	-	-
PG	-	-	-	-
UG	03	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	00	-	-	-
Others	-	-	-	-
Total	03	-	-	-

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum : CBCS/Core/**Elective option**✓ / Open options

(ii) Pattern of programmes :

Pattern	Number of programmes
Semester	03
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.

Syllabi are normally revised once in three to five years. Normally, the changes are carried out in progressive steps. In the first step, the first year syllabus is changed. As a consequence, in the subsequent years the syllabi of the second and third year are modified. This designing is framed by the BOS of the University. The Faculty members of our College have been contributing in this process decisively.

During the last year all the First year courses and during the year all second year courses have undergone revision process. The University has adopted semester pattern for all the courses.

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

Nil

Criterion - II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
34	11	20	-	03

2.2 No. of permanent faculty with Ph.D. | 24 |

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
0	1	0	0	0	0	0	0	0	1

2.4 No. of Guest and Visiting faculty and Temporary faculty | 00 | | 00 | | 06 |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops/Conf.	05	30	11
Presented papers	07	42	05
Resource Persons	00	02	00

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

1. Training and Projects are compulsory part of B.Com. faculty.

2. Sharing of experience of experts in the form of guest lecture and practical demonstration.

2.7 Total No. of actual teaching days
during this academic year | 180 |

2.8 Examination/ Evaluation Reforms initiated by

the Institution (for example: Open Book Examination, Bar Coding,

Double Valuation, Photocopy, Online Multiple Choice Questions)

> Bar Coding, Double valuation, Photocopy, MCQ for F.Y., S.Y. classes at UG level.

2.9 No. of faculty members involved in curriculum

restructuring/revision/syllabus development

| BOS-11 | Faculty-11 | CDW-02 |

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

> More than 75%

2.11 Course/Programme wise

distribution of pass percentage :

Title of the Programme	Total no. of students appeared	No. of students passed	Pass %
B.A.	27	15	55.55
B.Com.	38	33	86.84
B.Sc.	57	11	19.30

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

Contribution of IQAC in teaching and learning :

- Suggestions for improvement of result, Use of innovative, participatory teaching methods, use of ICT for more effective teaching.

Monitoring :

- The teaching-learning process is monitoring by IQAC and feedback is taken at the end of the academic year.

Evaluation :

- The regular classroom attendance, daily teaching diaries, teaching plans are assessed for better and effective teaching-learning process. The periodic meetings of teaching staff are conducted, necessary suggestions, are provided for quality enhancement of teaching-learning process.

2.13 Initiatives undertaken towards faculty development   :

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	08
UGC – Faculty Improvement Programme	02
HRD programmes	00
Orientation programmes	02
Faculty exchange programme	00
Staff training conducted by the university	00
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	01	00	00
Technical Staff	09	02	00	00
Support Staff	08	01	00	00

Criterion – III

3. Research, Consultancy and Extension

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

- Emphasis on minor research projects by the faculty.
- Addressing various schemes through Research Committee
- Students are motivated to participate in research activities like Avishkar & Project work.

3.2   Details regarding major projects :

	Completed	Ongoing	Sanctioned	Submitted
Number	-	01	0	0
Outlay in Rs. Lakhs	-	11.498	-	-

3.3   Details regarding minor projects :

	Completed	Ongoing	Sanctioned	Submitted
Number	2	1	0	04
Outlay in Rs. Lakhs		1.05		

3.4   Details on research publications :

	International	National	Others
Peer Review Journals	26	08	00
Non-Peer Review Journals	01	00	00
e-Journals	05	01	00
Conference proceedings	07	42	05

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	2012-15	UGC	11.498	10.31679
Minor Projects	2012-15	UGC	02.000 01.000	1.92750 0.62500
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.   06   Chapters in Edited Books   02

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	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons 　 12

3.13 No. of collaborations 　 02 　 International 　 - 　 National 　 - 　 Any other 　 02

3.14 No. of linkages created during this year 　 -

3.15 Total budget for research for current year in lakhs :

From Funding agency 　 1.47619 　 From Management of University/College 　 00

Total 　 1.47619

3.16 No. of patents received this year

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

3.17 No. of research awards/ recognitions   received by faculty and research fellows

Of the institute in the year

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

3.18 No. of faculty from the Institution
   who are Ph.D. Guides 　 15
   and students registered under them 　 52

3.19 No. of Ph.D. awarded by faculty from the Institution 　 02

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

JRF | - | SRF | - | Project Fellows | 0 | Any other | 0

3.21 No. of students Participated in NSS events:

University level | - | State level | -

National level | - | International level | -

3.22 No. of students participated in NCC events:

University level | - | State level | -

National level | - | International level | -

3.23 No. of Awards won in NSS:

University level | 01 | State level | -

National level | - | International level | -

3.24 No. of Awards won in NCC:

University level | - | State level | -

National level | - | International level | -

3.25 No. of Extension activities organized :

University forum | - | College forum | 4

NCC | - | NSS | 4 | Any other | -

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

- Organized blood donation camp and collected ... bottles of blood.
- Health Check-up camp.
- Family Planning Awareness Progarmme.
- Bio-tech Awareness Programme.
- Environment Awareness Programmes.
- Cultural and Social Development Activities through N.S.S.

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 hectares	-	Own	
Class rooms	1898.42 sq.mt.	-	Own & UGC share	
Laboratories	999.50 sq.mt.		Own	999.50 sq.mt.
Seminar Halls	-	-	-	-
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	.74	-	Own/UGC	.74
Others	-	-	-	-

4.2 Computerization of administration and library :

> The administration process is computerized. The major administrative work is done with the help of computers.
>
> The UGC proposals, correspondence, admission forms, enrolment list, eligibility, examination forms, mark list, results and accounting are computerized.
>
> It is decided to purchase SOUL software for Library and CMS software for office administration.

4.3 Library services :

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	8489	1061125	436	88935	8925	1150060
Reference Books	13650	2566493	588	168582	14238	2735075
e-Books	-	-	-	-	-	-
Journals	42	22985	-	-	42	22985
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	44	-	2	1258	44	1258
Newspapers	17	11604	-	1829	17	13437

4.4 Technology up gradation (overall) :

	Total Computers	Computer Labs	Internet	Browsing Centres	Office	Departments	Others
Existing	52	02	All computer are connected with internet access	-NA	5 Computers 4 Printers	47 Computers	Projects 08 Video Camera02 Sound System-01 Finger Printer Reader 01 College website.
Added	-	-	-	-	-	-	-
Total	52	02	All computer are connected with internet access	-NA	5 Computers 4 Printers	47 Computers	Projects 08 Video Camera02 Sound System-01 Finger Printer Reader 01 College website.

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

The short-term training courses in Computer and Internet Access was conducted by the Department of Computer Science for Teachers, Non-teaching Staff and Students at free of cost. During the academic year 05 teachers, 05 non-teaching staff and 05 students are trained.

4.6 Amount spent on maintenance in lakhs :

  i) ICT   0.53700/-

  ii) Campus Infrastructure and facilities   0.54683/-

  iii) Equipments   0.28446/-

  iv) Others (Building repairs)   0.11390/-

Total :   1.48219/-

Criterion - V

5. Student Support and Progression

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

- Grievance Redressal Committee.
- Health Services.
- Provision for physically challenged students.
- Transport facility for girls.
- Parking shed for students and staff.
- Common room for boys and girls.
- Training facilities for Commerce students.
- Anti-ragging Squad.

5.2 Efforts made by the institution for tracking the progression

- Conducted orientation for students.
- Followed transparent admission procedure.
- Bus facility made available for industrial visit and other tours for students.
- Conducted parent meets for reviewing the progress of their wards.
- Arranged personality development programme through various Forums.

5.3 (a) Total Number of students

UG	PG	Ph.D.	Others
560	-	-	-

(b) No. of students outside the state

-

(c) No. of international students

-

Men

No	%
378	67.50

Women-

No	%
182	32.5

	Last Year (2013-14)						This Year (2014-15)					
M/F	General	SC	ST	OBC	Physically challenged	Total	M/F	General	SC	ST	OBC	Physically challenged	Total
Male	112	59	27	135	0	333	Male	121	60	26	171	0	378
Female	53	18	2	47	0	120	Female	85	22	04	71	0	182

Demand ratio --   Dropout % --

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

- Establishment of Competitive Examination Cell.

- Motivate students to appear for competitive examinations.

- Conduction of periodical classes for students appearing for different competitive examinations like Staff Selection, Railway, Banking, MPSC etc.

No. of students beneficiaries   25

5.5 No. of students qualified in these examinations

NET -   SET/SLET -   GATE -   CAT -

IAS/IPS etc -   State PSC -   UPSC -   Others -

5.6 Details of Student Counselling and Career Guidance :

- Training for B.Com. students.
- Career Guidance Cell.
- Soft Skill Development .

No. of students benefitted   45

5.7 Details of campus placement :

On Campus		Off Campus	
Number of Organizations Visits	Number of Students participated	Number of Students Placed	Number of Students Place
-	-	-	-

5.8 Details of gender sensitization programmes :

> The institution has relatively sensitized the society by succeeding in reducing gender disparity by admitting enough girls students. Infrastructure facilities and learning resources are extended equally to both boys and girls without any disparity. The institution also organizes street plays and NSS for sensitizing gender related issues.

5.9 Students Activities :

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

State/ University level | 02 | National level | - | International level | - |

No. of students participated in cultural events :

State/ University level | 05 | National level | - | International level | - |

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

Sports : State/ University level | - | National level | - | International level | - |

Cultural: State/ University level | 01 | National level | - | International level | - |

5.10 Scholarships and Financial Support :

	Number of students	Amount
Financial support from institution	-	-
Financial support from institution	228	905378
Financial support from other sources	-	-
Number of students who received International/ National recognitions	03 RGNF UGC	00

5.11   Student organised / initiatives

Fairs   : State/ University level | - | National level | - | International level | - |

Exhibition: State/ University level | - | National level | - | International level | - |

5.12   No. of social initiatives undertaken by the students | - |

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

Criterion - VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution :

MISSION

➤ To provide education for enlightenment and intellectual advancement of the rural students.
➤ To optimize human resources for all round development of personality of the students.
➤ To pursue the excellence in higher education.
➤ To generate manpower to be absorbed in political, social and economic development of India.

GOALS

➤ To plan and evaluate teaching-learning process at micro level.
➤ To make effective teaching process by using different teaching aids.
➤ To provide efficient mechanism for self appraisal to the teachers.
➤ To motivate research culture and high academic standard.
➤ To evaluate academic performance of the students.
➤ To introduce job oriented and applied subjects from time to time.
➤ To organize and conduct seminars to supplement teaching process.
➤ To organize lectures of eminent personalities from different disciplines.
➤ To organize science exhibition and science festivals to motivate the study of science.
➤ To organize educational tours and visits to various places / institutions.
➤ To motivate the students to participate in elocution, debating and other competitions.
➤ To provide opportunities to the students to develop inborn qualities among them.
➤ To motivate the students to develop reading habits and critical aptitude.
➤ To inculcate discipline and moral values.
➤ To organize social oriented activities to serve the community.
➤ To pursue the social and democratic values.
➤ To make them aware of national and socio-economic problems.
➤ To inculcate the values of patriotism, humanism, secularism and communal harmony for national integration.

6.2 Does the Institution has a management Information System :

Part of Maharashtra Government's MIS.

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

6.3.1 Curriculum Development :

College adapt the syllabus prepared by the university Board of Studies .

Most of the faculty members in our college are the members of curriculum development committees of University.

6.3.2 Teaching and Learning :

- The programmes are structured to improve the students from the introductory to advanced level in their study skills.
- Teaching and learning in the college is improved and made effective by the use of ICT facilities/models/ charts.
- Participatory teaching-learning through seminars and group discussion .

6.3.3 Examination and Evaluation :

- Assessment of the students is regularly done by conducting unit test, tutorials, assignments and Internal   Evaluation of each student through various types of examinations.
- Involvement of faculty members in University examinations and evaluation

6.3.4 Research and Development :

- College has established a research committee
- Faculty members are motivated to submit minor and major research project.
- Research Supervisors are associated with various research centres and University departments for their research based activities.
- Faculty members are motivated to participate in conferences, seminars and work shops

6.3.5 Library, ICT and physical infrastructure / instrumentation :

- Library has an adequate number of books, computers, INFLIBNET Facilities. internet connectivity.
- Internet facility in all departments.
- classrooms and play grounds.
- Well equipped labs.

6.3.6 Human Resource Management :

- Training to teaching, non-teaching staff and students.
- CAS promotions to teaching staff.
- Promotions to non-teaching staff.

6.3.7 Faculty and Staff recruitment :

Staff recruitments is made as per the UGC and Maharashtra Govt. Norms.

6.3.8 Industry Interaction / Collaboration :

Guest lectures of industrialists and Maharashtra Chamber of Commerce and Industry organized in the College.

6.3.9 Admission of Students :

- Admissions of students is done on purely as per the norms of the University and State Govt.
- Reservations are followed as per the State Govt. Norms.

6.4 Welfare schemes for :

Teaching	• Medical reimbursement, Group Insurance, Credit Co-operative Society benefits, Felicitation of employees.
Non-teaching	• Concession in fees to the wards of employees. • Medical reimbursement, Group Insurance, Credit Co-operative Society benefits, Felicitation of employees.
Students	• Free medical check-up, Blood group check-up, Group Insurance etc. Book Bank facilities is provided.

6.5 Total corpus fund generated :

6.6 Whether annual financial audit has been done :   Yes   ☑   No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	University	Yes	IQAC

6.8 Does the University/ Autonomous College declares 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?

- Introduction of MCQ pattern at UG level courses.
- Internal Examination of 30 marks each, two for every Semester conducted then it convert into 10 marks.

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

N.A.

6.11 Activities and support from the Alumni Association :

6.12 Activities and support from the Parent - Teacher Association :

6.13 Development programmes for support staff :

- Computer Training to all Non-teaching staff.
- Participatory contribution in various committees as member.
- Motivate to participate in various training programmes organized by other agencies.

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

- Tree plantation programme conducted in the campus.

- Rain water harvesting in college campus.

Criterion - VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact

Innovation in Curricular Aspects :

Computer based course for Semester I and II under three streams based on basic Computer knowledge of the students.

Semester -wise teaching plan of the faculty.

Innovation in Teaching-learning and Evaluation :

ICT based teaching .

Installation of interactive boards.

Free internet access for students.

10 days Intensive Spoken English Programme for the fresher's.

Internal improvement examination for students unable to pass after two attempt in Semester examination.

Innovation in Research, Consultancy and Extension :

- Research work in abroad and national laboratories.
- Paper presentation in abroad.

  Minor and Major Research Projects funded University, UGC & other funding agencies..

- Publication of Ph.D. thesis as books.
- Free access of INFLIBNET.
- Students research motivation.

Innovation in Infrastructure and Learning Resources :

- Indoor Sports centre.
- Gymnasium
- Women's Hostel.
- Drinking water.
- Super-vigilance Camera in College building and Library.
- Increase greenery campus with tree plantation.
- Increase number of books for competitive examinations.

Innovation in Students Support and Progression :

- Self study papers to earn extra credits.
- Lost and found box.
- Plants adoption by students.
- Grievance Box in College.
- Blood donation camp.
- Free Blood Group Test Camp.
- Free Medical Check-up Camp.
- Involvement of students in campus cleaning via NSS.

Innovation in Governance, Leadership and Management :

- Biometric attendance for faculties.
- Internet connections to the Departments.
- Construction of dam for watershed management.

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

- Computer based course for semester I and II under three stream based on the basic computer knowledge of the students.
- Term wise teaching plan of the faculty.
- ICT based teaching.
- Free Internet access for students.
- Internal improvement examination for students unable to pass after two attempt in semester examination.
- Students research motivation scheme.
- Research work in abroad and National laboratories.
- Paper presentation in abroad.
- Minor and major research projects funded by U.G.C and other funding agencies.
- Publication of Ph.D thesis as book.
- Gymnasium.
- Women's hostel
- Water coolers.
- Super vigilance camera in college campus and library.
- To increase the greenery in campus with plantation.
- Self study papers to earn extra credits.
- Lost and Found Box.
- Plants adoption scheme by students.
- Blood donation camp.
- Free blood group test camp.
- Medical check-up camp.
- Involvement of students in campus cleaning via N.S.S.
- Biometric attendance for faculty.
- Internet connection to the departments.
- Construction of the dam for daily water use.

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

   1. Lake water conservation at Ambikawadi Bhogaon Devi Village.
   2. Quality teaching through research development.
   3. Constitution of different committees initiating, controlling and regulatory following up the different activities in academic life of the College.
   4. Encourage to students to participate in sports competitions.
   5. Student Council and students Forums on merit basis.
   6. Appreciation and felicitation of Ph.D. awarded students and staff members in a Annual Gathering or in a special programme.
   7. Open door policy in admissions.

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

7.4 Contribution to environmental awareness / protection :

   Environment awareness Committee is formed and plantation programme conducted with the help of Social Forest Department at Ambikawadi (Bhogaon), Sakhartala and Pachlegaon village. Environment awareness and protection programme organized periodically.

7.5 Whether environmental audit was conducted?   Yes ☐   No ☑

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

   • Highly qualified 69% staff acquired Ph.D. as the highest degree and 46% are recognized as Ph.D. Guides and 52 students actively engaged in research under the guidance above faculties.
   • Institution have well furnished and sufficient infrastructure in eco-friendly environment.
   • Institution has multi-gym facility for students as well as staff.
   • The active participation of faculties in curriculum development and represents on academic bodies of the University via 11 BOS members, 08 faculty members, 03 academic members, 03 Chairman, 04 Senate members and 02 M.C. members.
   • Institution don't have recognized research laboratories from University due to un-availability of P.G. course.
   • Being in rural region of State, the institution has creates problem of power failure due lack of UPS/Generator facilities, it is hardly possible to carry out 100% daily work.

- The institution is situated in hilly area of State which is socially, economically backward which is responsible condition for the educationally weak students as input the institution.
- As the institution situated in educationally backward area, it can provide the best opportunity of the higher education to the students.
- The technically advanced subjects like Electronic Science and Computer Science provides a better platform for placement for the student in industrial field.
- Due to two big water reservoir, Yeldari and Sidheshwar the area is rich in culture of fresh water fishes. Hence, subject Fishery Science is the best option for the degree students as far as self-employment concerned.
- There is always threat of degree students strength as the area is socially and educationally backward.
- As most of the students are from very poor family farmer background, there is a threat of increase in droup-ratio.

8. <u>**Plans of institution for next year :**</u>

1. Collection and singing of Folk songs by students.
2. Formation of Science Club.
3. To organize 'Computer Awareness Workshop' for Non-Computer Students.
4. To arrange group discussion of students on 'Cyber Laws and Cyber Crimes'.
5. To arrange a Seminar on 'Fresh water Resources' in Parbhani district.
6. To arrange group discussion on 'Importance of Water for Life' on the occasion of world water conservation day.
7. To arrange Two Days National level Conference on 'Globalization & Its Impact on Co-operative Movement in India'.
8. To organize college level camp on 'MATLAB & Its Uses' for Mathematics students.
9. To arrange a lecture on "Contribution of Indian Constitution for Demoracy' on the occasion of Constitution Day on November 25th
10. To introduce Soft Skill and Personality Development Programme for Final Year students.
11. To introduce Certificate Course in Computerized Accounting with collaboration with Computer Science and Commerce Department.
12. To develop the Medicinal Plants Garden with the UGC assistance.
13. To motivate the faculty to submit the research proposals for research projects.
14. To encourage the faculty to involve in research activities.
15. To organize Seminars and Conferences to create research culture among the staff and students.
16. To promote the students and faculty to participate in extension activities through NS.S.
17. To provide computer and internet facility to the faculty and students to use of computer aided teaching-learning materials.
18. To provide specialized Library services.
19. To facilitate entrepreneurial skills to the students.
20. To organize annual gathering and encourage the students to participate in cultural activities.
21. To provide support and guidance to the students in preparing competitive examinations.
22. To obtain students feedback on institutional performance.
23. To obtain feedback of curricula by students.
24. To review the performance appraisal of the staff.
25. To create environment consciousness among the students, teaching and non-teaching staff.
26. 100% computerization of Library and administration.

Dr. S.M. Kolhe   **Dr. S.L. Sadawarte**
Coordinator, IQAC   *Principal & Chairperson, IQAC*

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D.S.MANDAL'S ARTS, COMM. SCI. COLLEGE, JINTUR. DIST. PARBHANI.
ACADEMIC CALENDAR
For the academic year 2014-15

A)   Terms and vacation for the year 2014–2015 (As per University Calendar 2014-15)

Vacations	-	**: 02.05.2014 to 15.06.2014**
First Term	-	**: 16.06.2014 to 18.10.2014**
Vacations	-	**: 19.10.2014 to 12.11.2014**
Second Term	-	**: 13.11.2014 to 01.05.2015**
Vacations	-	**: 02.05.2015 to 15.06.2015**

B) Schedule of Examinations (As per Univ. Circular) First Term   Second Term

B.A. B.Com., B.Sc.   - : **11.11.2014   24.03.2015**
   (III Yr Annual & I to VI Sem , Backlog Students)
B.A. B.Com., B.Sc.   - : **11.11.2014   24.03.2015**
   (MCQ Pattern & V & VI Sem)

C) Admission Process of College. : **01.06.2014 to 21.06.2014**
D) Display of Time Table : **28.06.2014**
E) Commencement of Classes - : **01.07.2014**
F) Probable Date of organization of Conferences : **19-20 Dec. 2014**
G) Probable Date of Annual Social Gathering   : **26 Jan. 2015 to 30 Jan. 2015**
H) Probable date of N.S.S. Camp. : **12 Oct. 2014 to 18 Oct. 2014**
I)   Staff Meeting :**1st Day and Last working day of each term**
J)   Celebration of various programme at college campus.

11th July	Inauguration of Commerce Forum
15th August	Independence Day
5th September	Teacher day
14 September	Hindi divas
17 September	Marathwada Mukti Din & University Foundation day
24 Sept	N.S.S Day
02 October	Mahatma Gandhi Jayanti.
26 Nov	Savidhan Divas
26 January	Republic Day
28 February	Science Day
14 April	Dr. Babasaheb Ambedkar Jayanti
01 May	Maharashtra Din

K)   Schedule of Holidays (As per University Circular).

ANNEXURE-II

ANALYSIS OF FEED-BACK OF CURRICULUM BY STUDENTS

Introduction :

A curriculum is a planned programme of activities to achieve the objective of education. According to the secondary education commission, curriculum does not mean only the academic subject traditionally taught in schools and colleges but includes totality of all experiences that students should know through the manifold activities that go on in the college, class room, library, laboratory, workshop, and playground and in the numerous informal activities and contact between teachers and students. In this sense, the whole life of the college becomes the curriculum, which can touch the life of the students at all points and helps, in attaining a balanced personality. However, study of any subject and achievement of educational objectives depend upon the type of curriculum that is framed and prescribed according to the requirements of standards or classes and as well as the way in which it is taught and implemented.

The curriculum of the faculties of Arts, Commerce and Science is designed by the Board of Studies of different subjects in the university and is implemented by all the affiliated colleges. Feedback is the best tool to evaluate and improve the quality of curricula according to the needs of society and region. The feedback of curricula by student for Arts, Commerce and Science faculties in the college has been taken.

The Objectives:

The objectives of feedback of curricula by students are as follows:

1. To provide better mechanism for feedback of curricula.
2. To review and evaluate the present status of curricula.
3. To estimate and absorb the potential needs of students and society.
4. To give suggestion for improvement in the curricula as per the demand of students and society.

Methodology :

A questionnaire, comprising 7 Questions, was provided to students to take feedback on all aspects of the curricula. The B. A., B.com. and B.Sc. third year students were selected randomly to collect the required information. The collected data was classified according to faculty. The percentage tool was used to analyze the data.

Results:

The following are the important results of the feedback:

1. Out of the 30 students selected at random from the B.A., B.Com. and B.Sc. Third year classes, majority of the students have selected their optional subjects according to their interest and need of employment opportunities.
2. It is observed that majority of students were satisfactory with the present curricula
3. It is found that majority of the students have appreciated the present curricula which is useful for future.
4. It is revealed that 50 percent students were not ready to complete non-granted courses by paying the due fees.

Coordinator

Feedback committee

ANNEXURE-III

ANALSIS OF FEEDBACK OF COLLEGE BY PARENTS

Introduction:

A College provides educational services to the students. The satisfaction of stakeholders i.e. students and parents is necessary therefore it is necessary to take feedback of the college from the parents of students. It will be helpful for further improvement of the college.

Objectives:

To verify the overall performance of the college campus, staff, drinking water facility and transportation, etc.

To evaluate the present status of college campus.

Methodology:

A questionnaire, comprising 11 questions, was provided to parents to take feedback on all aspects of the college. Some parent were selected randomly to collect the required information. The collected data was classified and analyzed. The percentage tool was used to analyze the data.

Results:

The following are the important results of the feedback:

100 percent parents are satisfied with college campus and mentioned that college campus is very good. Also 100 percent parents are satisfied with the admission process. 80 percent parents mentioned that college timings are very good.

85 percent parents consider drinking water facility to students is very good. 88 percent parents are unsatisfied with present canteen services. The status of toilet facility is satisfactory but there is more scope to improve this facility. 65 percent parents are in favour of average toilet facility. 77 percent parents are pleased with transportation facility. Our college discipline is very good said 88 percent parents appreciated the college discipline and 88 percent parents' satisfied with teaching staff. 66 percent parents are of the opinion that the administrative staff in college is very good and co-operative.

80 percent parents are satisfied with the available facilities in the college.

Sd/-

Coordinator

Feedback committee

ANNEXURE-IV
ANALSIS OF FEEDBACK OF OFFICE BY STUDENTS

Introduction:

The college office is the most important part of the college administration as it provides services to students,   parents, and teachers. To improve the quality of office work the process of feedback can be used. The feedback of college has been taken from students.

Objectives:

1) To evaluate the present status of office of the college.
2) To seek the stakeholder's opinion about college administration.

Methodology:

A questionnaire, comprising 12 questions, was provided to students to take feedback on all aspects of the office. The B.A., B.com. and B.Sc. third year students were selected randomly to collect the required information. The collected data was classified and analyzed. The percentage tool was used to analyze the data.

Results:

The following are the important results of the feedback:

76 percent students answered that that the working hours of college office is very good. 72 percent students were pleased with easiness of admission process. 61 percent students observed that the availability of prospects and forms is excellent. 77 percent student are observed that notices are timely brought out.

71 percent students observed that displaying of time table is excellent. 69 percent students said that all documents are given in within time. 66 percent students found that the of issuing T.C. is very prompt . 75 percent students   said that the distribution of scholarship service is excellent. The service of sending a letters to student's is average and hence there is need to improve it.

54 percent students answered that the Guidance and counselling is excellent. The promptness in solving difficulties is satisfactory and excellent according to 60 percent students. The behaviour of employees of college to students is excellent according to 66 percent students.

Sd/-

Coordinator

Feedback committee

ANNEXURE-V

ANALYSIS OF FEEDBACK OF LIBRARY BY STUDENTS

Introduction:

Libraries are institutions which play a crucial role in social development. Dr. S.R. Rangnathan a luminary and a visionary in the field of library science compared library to a growing organism.

Objectives:

1) To study efficiency and availability of library services to students.

To evaluate the present status of library of the college.

Methodology:

A questionnaire, bearing 13 questions, was provided to the students. The primary data is collected from 99 students. Five point scale technique was used to find out the feedback.

Findigns:

The following are the important findings of the study:

81 percent students answered that the availability of text, reference and other books is excellent. 85 percent students said that the availability of news papers, periodicals and journals is sufficient. 90 percent students said that the competitive examination books and other materials are excellently provided to them. 62 percent students are not satisfied about display of availability of new arrivals. 65 percent students said that the seating arrangement in reading room is very good. 76 percent students said that the working hours of library are good. 60 percent students said that the service of library is prompt. 62 percent students said that the behaviour of library staff to students is very good, 55 percent students said that awareness created by staff among students.

78 percent students said that the library is very clean and good. 79 percent students said that the promptness in providing unavailable books is below average and. 73 percent students answered that easiness in getting Identity Card is very good. 90 percent students said that reprography (Xerox) facility in the library is below average, and there is a need to improve it.

Sd/-

Coordinator

Feedback committee

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ANNEXURE-VI

ANALYSIS OF FEED-BACK OF TEACHERS BY STUDRNTS

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Introduction :

The development of all-round personality requires the teachers to do more than mere teaching. It is said that the mediocre teacher tells, the good teacher explains, the superior teacher demonstrates and the great teacher inspires. The teacher with unimpeachable integrity of character, qualities of leadership, environmental awareness and acquaintance with the day to day development in the chosen discipline becomes a source of inspiration, mentor and model for students. The teachers in general should have a strong ethical commitment. The assessment of the teacher should be concerned with the major attributes relating to the professional and institutional aspects. The analysis of feedback on teachers by students is based on general/attitude related and subject related aspect, and overall impression of a teacher.

The Objectives:

The objectives of feedback on teachers by students are as follows:

1. To find out general attitude related performance and relative status of a teacher.
2. To find out subject related performance and relative status of a teacher.
5. To involve the students' participation in the process of quality enhancement.
6. To examine the overall impression of a teacher.

Methodology :

A questionnaire, comprising 25 questions, 13 questions related to general/attitude and 12 questions related to subject, was provided to the students to take feedback on all aspects of the teacher. The B.A., B.com. and B.Sc. third year students were selected randomly to collect the required information. The collected data was classified according to each faculty. A five point scale – Excellent (5), Very good (4), Good (3), Average (2) and Below average (1) was used to evaluate the performance of a teacher. Weighted mean was used to find out the performance. Weights being A = 40 and B=60 are considered and the total of actual points obtained are multiplied by 40 for general/attitude related aspect and the total actual points obtained in subject related aspect was multiplied by 60. Thus, total score is calculated and finally group total with respective weight is obtained for total weighted score and is divided by number of students to get weighted mean. The maximum weighted score of general/attitude related part (A) is considered as 2600 and maximum weighted score of subject related part (B) is considered as 3600. Thus, total score 6200 is considered to obtain actual score of a teacher. The percentage of points is calculated by actual points obtained by dividing the maximum score and result is multiplied by 100. Teachers are categorized according to the points obtained in the scales grade A1 -above 80, grade A – 60-80 and grade B – below 60 and the part C is used for overall impression and suggestions.

Findings:

The following are the important findings of the feedback:

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1) The analysis of feedback reveals that out of a total of 31 teachers, 13 belong to 'A1' grade, 15 to 'A' grade and 03 to 'B' grade in general/attitude related aspect.

2) It is found that out of a total of 31 teachers, 11 belong to 'A1' grade, 17 to 'A' grade and 03 to 'B' grade in subject related aspect.

3) In the overall performance 12 teachers belongs to 'A1' grade, 16 teachers to 'A' grade and 03 teacher to 'B' grade.

Suggestions:

Specific suggestions based on the overall performance of particular teachers are as follows:

1) Use simple language to communicate properly.
2) Create friendly atmosphere in the class.
3) Be impartial.
4) Teach slowly to make all the students understand.
5) Complete the syllabus with thorough and proper understanding by the students.

Sd/-

Coordinator

Feedback committee