

# Annual Quality Assurance Report-I

AQAR-I (2017-18) 19 July 2018

Submitted by



Poojya Sane Guruji Vidya Prasarak Mandal's  
Shri. S. I. Patil Arts, G. B. Patel Science and  
S. T. K. V. Sangh Commerce College,  
Shahada, Dist Nandurbar

Submitted to



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

*An Autonomous Institution of the University Grants Commission*

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

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

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## Part – A

### 1. Details of the Institution

1.1 Name of the Institution

Poojya Sane Guruji Vidya Prasarak Mandal's Shri. S. I. Patil Arts, G. B. Patel Science and S. T. K. V. Sangh Commerce College, **Shahada.**

1.2 Address Line 1

Poojya Sane Guruji Vidya Prasarak Mandal's Shri. S. I. Patil Arts, G. B. Patel Science and S. T. K. V. Sangh Commerce College, **Shahada.**

Address Line 2

**Dist:-Nandurbar**

City/Town

**SHAHADA**

State

**MAHARASHTRA**

Pin Code

**425409**

Institution e-mail address

principal.shahada@gmail.com

Contact Nos.

02565 229576

Name of the Head of  
the Institution:

Prof. Dr. Rajendra Shankararao Patil

Tel. No. with STD Code:

02565- 229576

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Name of the IQAC Co-ordinator:

Dr. Milind Kashinath Patel

Mobile:

09421888176

IQAC e-mail address:

[psgvpnaac@gmail.com](mailto:psgvpnaac@gmail.com)

1.3 NAAC Track ID :

MHCOGN-10158

1.4 Website address:

<http://psgvpasc.ac.in>

Web-link of the AQAR:

<http://psgvpasc.ac.in/Uploads/AQAR-I%202017-18.pdf>

### 1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	****	--	2002	2007
2	2 <sup>nd</sup> Cycle	B	2.68	2011	2016
3	3 <sup>rd</sup> Cycle	A	3.12	2017	2022

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

11/07/2011

1.7 AQAR for the year

2017-18

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (for example AQAR 2016-17 submitted to NAAC on 12-03-2017)

### 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

Yes ☐ No ☒

Type of Institution

Co-education

☒

Men

☐

Women

☐

	Urban	<input type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input checked="" type="checkbox"/>
Financial Status	Grant-in-aid	<input checked="" type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>
	Grant-in-aid + Self Financing	<input checked="" type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>		

#### 1.10 Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phys Edu)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>		

Others (Specify)

#### 1.11 Name of the Affiliating University (*for the Colleges*)

**NORTH MAHARASHTRA  
UNIVERSITY, JALGAON**

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

Autonomy by State/Central Govt. / University	<input type="checkbox"/>	No
University with Potential for Excellence	<input type="checkbox"/>	UGC-CPE <input type="checkbox"/>
DST Star Scheme	<input type="checkbox"/>	UGC-CE <input type="checkbox"/>
UGC-Special Assistance Programme	<input type="checkbox"/>	DST-FIST <input type="checkbox"/>
UGC-Innovative PG programmes	<input type="checkbox"/>	Any other ( <i>Specify</i> )
UGC-COP Programmes	<input type="checkbox"/>	

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

2.1 No. of Teachers	09
2.2 No. of Administrative/Technical staff	02
2.3 No. of students	01
2.4 No. of Management representatives	01
2.5 No. of Alumni	01
2. 6 No. of any other stakeholder and community representatives	00
2.7 No. of Employers/ Industrialists	01
2.8 No. of other External Experts	00
2.9 Total No. of members	15
2.10 No. of IQAC meetings held	04
2.11 No. of meetings with various stakeholders:	No. 02 Faculty 05
Non-Teaching Staff	05
Students	02
Alumni	02
Others	-
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, mention the amount	-
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos.	-
International	-
National	-
State	-
Institution Level	-
2.14 Significant Activities and contributions made by IQAC	

After suggestions made by IQAC, the following activities were performed:

- ✓ Updated the existing automated software installed in the institution.
- ✓ Recommended financial assistance to buy chemicals, books & furnitures.
- ✓ Organization of Mahatma Gandhi Vichar Manthan Week in month of October.
- ✓ Organization of Coaching Classes for competitive Exam Preparation.
- ✓ API-Performance Based Appraisal System filled from faculty regularly.
- ✓ Distribution and analysis of Feedback forms from various stake holders.
- ✓ Laid a BSNL OFC cable solely for the institution for fast Internet access. (10mbps)

## 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 \*

Sr. No.	Plan of Action	Achievements/Outcomes
1	Commemoration of birth anniversary of Poojya Sane Guruji	Celebration of the birth anniversary of Poojya Sane Guruji on 11 <sup>th</sup> June 2017.
2	Organisation of study tours	Study tours were organised by the department of Botany, Chemistry, Microbiology and Zoology.
3	PBAS based API of teachers	All the teachers prepared their API based on PBAS and submitted it to IQAC.
4	Encouraging students to participate in various sports Events.	14 students participated at national level, 66 students participated at university level and 197 students were participated at intercollegiate level. Students received 5 gold, 5 silver and 2 bronze medals.
5	Technology up gradation and Computerization.	All financial and academic data is maintained in a digital database.
6	Submission of Research Projects	05 MINOR research projects were submitted to UGC.
7	NSS and NCC activities	Students are encouraged to go for NSS and NCC. 12 NSS Volunteers took part in events at State Level and National Level. Community benefit programme were taken up during NSS and NCC camps.
8	Feedback from the students	Feedback form was filled by the students and actions were taken based on it.
9	Functioning of grievance cell and career counselling for students.	The grievance cell and career counselling for students was functional throughout the year.
10	Cultural Programmes	District level Cultural Programme “Yuwa rang” was organised by our college. Cultural programmes were regularly organised in the college.
11	Increase in amenities and facilities in the departments	Laboratory and computer facilities of many departments have been improvised.
12	Support to minority community, physically challenged and weaker students.	Fellowships and special support like remedial coaching to weak students, training for Entry in Services and coaching for NET/SLET was provided.

\*Attach the Academic Calendar of the year as Annexure-I (2017-18).

2.15 Whether the AQAR was placed in statutory body      Yes ☒ No ☐

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

AQAR – I for the year 2017-18 was placed before the management. It was approved and consent was given to submit it to NAAC.

## 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	12	-	12	-
PG	13	-	13	-
UG	16	-	02	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Others	-	-	-	-
<b>Total</b>	<b>38</b>		<b>24</b>	<b>-</b>

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	38
Trimester	NIL
Annual	NIL

##### 1.3 Feedback from stakeholders\* (On all aspects)

Alumni	<input checked="" type="checkbox"/>	Parents	<input type="checkbox"/>	Employers	<input type="checkbox"/>	Students	<input checked="" type="checkbox"/>
Mode of feedback : Online	<input type="checkbox"/>	Manual	<input checked="" type="checkbox"/>	Co-operating schools (for PEI)	<input type="checkbox"/>		<input type="checkbox"/>

**\*Please provide an analysis of the feedback in the Annexure II**

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

Being an affiliated college, syllabus designed by North Maharashtra University, Jalgaon is implemented. In the year 2017-18, syllabus of T. Y. B. A / B. Sc and B.Com. has been revised by the university.

##### 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	Asst. Professors	Associate Professors	Professors	Others
	52	39	11	02	00

2.2 No. of permanent faculty with Ph.D.

25

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others(Contract basis)		Total	
R	V	R	V	R	V	R	V	R	V
06	10	00	00	00	01	06	00	12	11

2.4 No. of Guest and Visiting faculty and Temporary faculty

20

08

34

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level	Uni. level
Attended	14	43	06	38
Presented papers	16	40	02	08
Resource Persons	07	06	01	01

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

- ✓ Teaching faculty and students are encouraged to use latest technology such as LCD, internet, etc., in the teaching learning process.
- ✓ Establishing the session plan for every subject well before the commencement of each semester on the start of the academic year.
- ✓ Teacher's study materials [soft copy-power point/Handouts] are shared with students as well as it is available as soft copy in the Library in the form of Digital Online Offline Resources(DOOR)
- ✓ Head of all Departments are provided with LAPTOPS by the institute to support ICT
- ✓ Using language lab to enhance communication skills.
- ✓ Conducted various debate, elocution, quiz and group discussion competitions.

2.7 Total No. of actual teaching days

180

during this academic year

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

Examinations  
Conducted as per  
University rules

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

05

06

50

2.10 Average percentage of attendance of students 

80 %
------

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division (Pass out Student Final Year)				
		Distinction %	I %	II %	III %	Pass %
B. A.	117	23.2	31.6	12.2	13.7	5.5
B. Sc.	270	32.9	28.6	11.2	5.9	3.6
B. Com.	49	18.5	12.3	11.2	3.3	-
M. A.	207	25.2	7.5	2.1	5.9	17.5
M. Sc.	109	43.9	14.6	-	-	5.7
M. Com.	14	10.0	40.0	20.0	-	-

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

- ✓ Through Bench Marking.
- ✓ The IQAC monitors the progress of the teaching-learning process by collecting feedback from students and teachers.
- ✓ These feedbacks are analyzed and remedial measures are suggested for improvement.
- ✓ It also looks into updating of teaching aids and teaching techniques.

2.13 Initiatives undertaken towards faculty development

<b><i>Faculty Staff Development Programmes</i></b>	<b><i>Number of faculty benefitted</i></b>
Refresher courses	03
UGC – Faculty Improvement Programme	01
HRD programmes	00
Orientation programmes	00
Faculty exchange programme	00
Staff training conducted by the university	52
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	03
Short term course	03

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	05	05	00	00
Technical Staff	37	39	00	00

## Criterion – III

### 3. Research, Consultancy and Extension

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

- ✓ The IQAC has constituted Research Expert committee to encourage research within the college.
- ✓ The College with the recommendation of the IQAC started Staff Academy to encourage faculty member to present their research work. 08 faculties presented their work.
- ✓ Internet facility made available to the faculty and students.
- ✓ Permission and financial assistance granted to teachers to present papers in international, national and state level seminars and conferences.
- ✓ Extension services are made available to nearby farmers and researchers.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	00	00
Outlay in Rs. Lakhs	00	00	00	00

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	02	00	04
Outlay in Rs. Lakhs	00	6.95	-	19.3

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	47	17	02
Non-Peer Review Journals	00	00	00
e-Journals	05	00	00
Conference proceedings	03	00	00

#### 3.5 Details on Impact factor of publications:

Range 0.9-2    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	-	-	-	-
Total	-	-	-	-

3.7 No. of books published    i) With ISBN No. 36    Chapters in Edited Books 05

ii) Without ISBN No. 04

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

1000/-

3.11 No. of conferences  
/workshops organized by the  
Institution

Level	International	National	State	University	College
Number	-	01	-	02	-
Sponsoring agencies	-	UGC	-	NMU	-

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

15

3.13 No. of collaborations

International

National

06

Any other

3.14 No. of linkages created during this year

02

3.15 Total budget for research for current year in lakhs:

From funding agency

-

From Management of University/College

5.00

Total

5.00

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
08	-	06	-	02	00	-

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

18 Ph.D Guides
31 students

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

09
----

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

JRF	00	SRF	01	Project Fellows	04	Any other	00
-----	----	-----	----	-----------------	----	-----------	----

3.21 No. of students Participated in NSS events:

University level	18	State level	14
National level	02	International level	00

3.22 No. of students participated in NCC events:

University level	40	State level	23
National level	04	International level	00

3.23 No. of Awards won in NSS:

University level	02	State level	00
National level	00	International level	00

3.24 No. of Awards won in NCC:

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

3.25 No. of Extension activities organized

University forum	01	College forum	05	
NCC	04	NSS	04	Any other
				00

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

- Sensitizing students to ecological and environmental issues
- Creating more avenues for students to engage in community services
- Awareness program on women's rights.
- NSS Units of the college organised a Bank Literacy program in which volunteers helped the tribal villagers to open and operate the bank accounts in Nationalised bank.

- Students participated in the rally organised for “Literacy awareness among women” on 8<sup>th</sup> August and “Save Girl Child” on 10<sup>th</sup> October 2017.
- The NSS Units also organized a Cleanliness campaign in the State Transport Depot at Shahada and cleaned the campus on 13<sup>th</sup> August. They also cleaned the Pandav Leni premises which is a historical place.
- Organ Donation rally was organised by the NSS students at Prabhudatta nagar on 29<sup>nd</sup> August.
- On 11<sup>th</sup> October 2017, parents of Girl Child were felicitated by the College.

## 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	47 Acres	-	Management	47 Acres
Class rooms	38	-	UGC/Management	38
Laboratories	31	-	UGC/Management	31
Seminar Halls	02	-	UGC/Management	02
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	00	-	-	00
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-

#### 4.2 Computerization of administration and library

- ✓ The college has initiated online admission process; publication of merit list is done and maintained by the Admission Committee of the college.
- ✓ Administrative Section is equipped with Computers and internet facility with Wi-Fi connection. The existing automated software is upgraded to meet the challenges of the day-to-day technical activities.
- ✓ Automation of the Library has been initiated.

#### 4.3 Library services:

Item	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
<b>Text Books</b>	69893	6844230	1326	214859	71219	7059089
<b>Reference Books</b>	42549	4562820	106	37100	42655	4599920
<b>e-Books</b>	-	-	20	1500	160	5050
<b>Journals</b>	92	89650	-	-	92	90000
<b>e-Journals</b>	60	6300	15	1600	75	7900
<b>Digital Database</b>	100	9780	10	1200	110	10980
<b>CD &amp; Video</b>	-	-	03	5000	03	5000
<b>Others (specify)</b>	2733	70380	-	-	2733	70380

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	148	82	30	01	-	10	07	08
Added	-	-	-	-	-	-	-	10
Total	148	82	30	01	-	10	07	18

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

- ✓ Internet facility is made available for the student in library.
- ✓ The college has its own software for admission and maintenance of database.
- ✓ The college has its own website.
- ✓ The college has provided laptops and internet facility to all Departments.
- ✓ ICT enabled teaching learning process.

4.6 Amount spent on maintenance in lakhs:

i) ICT	2,12,371/-
ii) Campus Infrastructure and facilities	10,20,576/-
iii) Equipments	2,00,000/-
iv) Others	----
<b>Total :</b>	14,32,947/-



## Criterion – V

### 5. Student Support and Progression

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

- ✓ The college has Anti-Ragging Committee and the Committee against Sexual harassment of Women. These Committees take care of day to day student support as and when needed.
- ✓ The IQAC regularly interacts with these committees. Apart from this there is a complaint box in the library of the college to receive the grievance of students, which is also regularly checked and the student grievances are redressed.
- ✓ Remedial Coaching for SC/ST/OBC and minority students.
- ✓ NET/SET Coaching for SC/ST/OBC and minority students.
- ✓ Entry into Services Scheme for SC/ST/OBC and minority students.

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

- ✓ Regular meetings of the Academic committee are held.
- ✓ Departments maintain records of the outgoing student
- ✓ Feedback from students
- ✓ Self-appraisal
- ✓ Student counseling
- ✓ Suggestion box

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

UG	PG	Ph. D.	Others
1859	506	27	00

(b) No. of students outside the state

48
----

(c) No. of international students

00
----

No	%
1317	55

Men

Women

No	%
1075	44

Last Year 2016-17						This Year 2017-18					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
630	95	539	859	01	2124	707	132	669	883	01	2392

**Demand ratio 1:30**

**Dropout % 7.12 %**

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

The college has provided support to students by coaching the students through

- ✓ Entry into Services Scheme for SC/ST/OBC and minority students by inviting MPSC Qualified Students
- ✓ Remedial Coaching for SC/ST/OBC and minority students.
- ✓ NET/SET Coaching for SC/ST/OBC and minority students.

No. of students beneficiaries

110

#### 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

- ✓ Counseling is provided to the students who are identified by the teachers during class hours.
- ✓ Follow- up procedures is initiated to achieve desired results.
- ✓ Seminars organized for last year students regarding various competitive exams.

No. of students benefitted

334

#### 5.7 Details of campus placement

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

#### 5.8 Details of gender sensitization programmes

Gender sensitization programs are conducted regularly in college in general and during NSS and NCC Camps in particular.

#### 5.9 Students Activities:

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

State/ University level  National level  International level   
No. of students participated in cultural events  
State/ University level  National level  International level

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

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	-	-
Financial support from government	985	52,31,995=00
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

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

## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

##### **\*VISION\***

"To serve the noble cause of spreading higher education in the area of economically and socially backward population and where the adivasi, tribal inhabit in majority".

##### **\*MISSION\***

Majority students enrolled in this College are from the socially and economically backward adivasi-tribal population as well as extremely poor families of farmers and landless peasants. For years together, not a single member of such families has been formally educated. The admitted students in this College, therefore, have several difficulties to comprehend multi-disciplines in the faculties of Arts, Mental-Moral-Social Sciences & Commerce as well as of Science. As the majority students of the tribal families have absolutely zero academic background, to educate such students is a big challenge and the teaching faculty of the College has to confront it with all its might - intellectual, mental, physical.

#### 6.2 Does the Institution has a management Information System

Yes the Institution has a management Information System

- ✓ Maintenance of records in conventional form
- ✓ Displaying list of students admitted in the college notice board.
- ✓ Regular meetings between the faculty and staff are convened to seek comments/suggestions for improvement.
- ✓ Regular management body meeting are held for monitoring the smooth functioning of the institution.
- ✓ Installation of CCTV System in campus and secured Wi-Fi connection in the Administrative block.

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

##### 6.3.1 Curriculum Development

- ✓ As our college is affiliated college, curriculum is planned by the North Maharashtra University, Jalgaon.
- ✓ The college implements it in strict accordance with the existing rules and norms.

##### 6.3.2 Teaching and Learning

- ✓ Use of ICT such as:  
Power Point Presentation, LCD Projector, Internet
- ✓ Remedial Coaching Classes
- ✓ Regular Home Assignments
- ✓ Students Seminar
- ✓ Academic Calendar
- ✓ Lesson Planning
- ✓ Feedback from students
- ✓ Rewards and recognition

### 6.3.3 Examination and Evaluation

- ✓ Internal Examinations are conducted as per the instructions of the North Maharashtra University, Jalgaon.
- ✓ University Examinations are conducted as per the norms and regulations of the North Maharashtra University, Jalgaon.
- ✓ Regular class tests for various departments.
- ✓ The answer scripts of such tests are shown to the students and their progress reports are sent to the guardians.

### 6.3.4 Research and Development

- ✓ Research monitoring and Expert Committee has been constituted.
- ✓ Teachers are encouraged to write in national and international journals and books and to pursue research degrees.
- ✓ Teachers are kept updated about available scopes for applying for research grants.
- ✓ Staff Academy of the college provides platform for teachers to present their research work.
- ✓ Space and necessary infrastructural support is provided for research work.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- ✓ Library has software for maintenance of records of books. Also library has internet facility so that faculty members & students may access e-books and online journals.
- ✓ Books were bought for the new courses commencing from this academic year.
- ✓ ICT enabled teaching.

### 6.3.6 Human Resource Management

- ✓ The human resource of the college is managed in a free and democratic manner.
- ✓ For the management of the students' affair, the college has a students' union whose elections are held annually as per university statutes.
- ✓ The college's aim is to make optimum use of the available human resource.
- ✓ College HRM has
  - Payroll
  - Confidential Reports
  - Time and Attendance
  - Performance Appraisal (UGC-PBAS/API)
  - Performance record

#### 6.3.7 Faculty and Staff recruitment

- ✓ Faculty and staff are recruited transparently as per Government norms/rules.
- ✓ Faculty members are recruited by the College management along with the expert committee, which includes University expert and a subject expert following advertisement in daily newspaper.

#### 6.3.8 Industry Interaction / Collaboration

- Science Faculty of the college have established sound rapport with recognized Research Centres in India (ICRISAT, NCCS, IHBT, NCL), US (Auburn University) and Saudi (Quassim University).
- Several departments carry out Industrial visits as part of the curriculum.
- Microbiology Department has collaborations with NCCS and Institute of Himalayan Bio resources Technology (IHBT) for the research on biodiversity and identification of microbial cultures.

#### 6.3.9 Admission of Students

- ✓ Admission process is conducted as per the University norms.
- ✓ Pre Admission counselling of students are done to identify their areas of interest and to guide them to choose their subject.
- ✓ Induction Programme is organized for new students to motivate them in the subject of study and give them an overall idea of the subject.
- ✓ Admission for PG is done through Central Admission Program (CAP) conducted by the North Maharashtra University, Jalgaon. (Online Registration).
- ✓ Admission to Management and Community seats are also done on merit basis.
- ✓ Strict transparency and admission rules are adhered to by the College.

#### 6.4 Welfare schemes for

Teaching	Group insurance, Staff Credit Co-Operative Society and Provident Fund.
Non teaching	Group insurance, Staff Credit Co-Operative Society and Provident Fund.
Students	Students' Health Home, Accidental Benefit Schemes, Free Studentship, Government Scholarships, Students Endowment Scheme, Award and Prize.

#### 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
Administrative	Yes	JD	Yes	Management

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

For UG Programmes      Yes ☒ No ☐

For PG Programmes      Yes ☒ No ☐

North Maharashtra University, Jalgaon holds and declares results of UG and PG courses; hence the college has no control over the date of publication of results. However university tries to declare the results within 30 days as per the university statutes.

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

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

6.11 Activities and support from the Alumni Association

- Departmental Alumni association arranges lectures/seminars/workshops for the students with the help of Alumni.
- Donation of books and audio visual facility

6.12 Activities and support from the Parent – Teacher Association

College holds annual meetings with Parents, to provide them feedback about the progress and drawbacks of their wards. Regular feedback is taken from them as well their assessment is taken into account for teaching and evaluation purpose.

6.13 Development programmes for support staff

The Computer Science Department of the College organizes Computer Awareness and Computer Literacy Programs for teaching and non-teaching employees.

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

- ✓ Tree Plantation Program organized regularly.
- ✓ Our campus is plastic free campus
- ✓ Campus declared No Smoking and No Tobacco Zone
- ✓ Various awareness programs relating to environmental protection has been conducted.

## 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.

- Teachers and Students Awards motivate them for further development.
- Research Committee has motivated more faculty to perform research.
- New Gymnasium has provided better facilities for sports personnel.
- DOOR facility for students.

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

The plan of action conceived during the beginning of the academic year has been successfully initiated and completed accordingly. Some highlights are as bellow,

- Internet facilities to all departments were proposed and accordingly implemented.
- Coaching for SC/ST Students for preparation for competitive exams.
- National Seminar was planned and Botany Dept organized a National Seminar

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

- Navalekhan Workshop for writers.
- Workshop on Preparation of Software programming.

7.4 Contribution to environmental awareness / protection

- The NSS volunteers regularly lead campaigns to prevent use of polythene products in the college campus. IQAC prevails the college authority to sanction funds to the NSS units for this noble mission.
- Street Show for environmental awareness by NSS Students.
- To generate environmental awareness among the students, the university has introduced a course on environmental science.
- Tree Plantation Program
- The college possesses a Plant conservatory to ensure the protection of indigenous species.

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**

- A very supportive management and committed teaching and non teaching staff.
- Physical infrastructure in terms of land is adequate for further expansion.
- 05 students appeared in the University merit list.
- Voluntarily involvement of students for NSS and NCC.

**Weakness**

- Limited academic flexibility (being an affiliated college).
- Limited use of ICT facilities.
- Non-filling of several regular faculty positions (Due to non permission from Government of Maharashtra).

**Opportunities**

- Collaboration with industries.
- Introduction of value added course, B.Voc. courses.
- Introduction of interactive teaching and learning through ICT.

**Challenges:**

- Improvement of library facility.
- Infoldment of alumni in formal structured manner.
- Personality development and communication skills among the students.

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

IQAC plans for the next year is to

- Initiate steps to enhance the teaching –learning process with the help of the feedback received from the students.
- To introduce a new course B.Sc. in Geology.
- Renewal of INFLIBNET subscription yearly.
- Provide digital class room facility to all departments.
- Advice the faculties to increase their participation in research-oriented activities and organize students seminars, quiz contests and excursions/educational tours.
- Renovate the existing office space for better management of office-related works.
- Strengthen students support activities, particularly the grievance and counselling cells, and undertake more outreach programmes.



(Dr. M. K. Patel)

Coordinator, IQAC

Coordinator IQAC  
PSGVPM's ASC, College  
Shahada- 425409 (M.S.)



(Prof. Dr. R. S. Patil)

Chairmerson. IOAC

Principal  
S.I.P.Arts,G.B.P.Science &  
S.T.K.V.S.Comm.College  
SHAHADA

**Academic Calendar****Year 2017-2018**

<b>Sr. No.</b>	<b>Day/Date/ Week</b>	<b>Activities</b>
1	11 June 2017	Commemoration of Poojya Sane Guruji
2	16 June 2017	Commencement of college first term
3	16 June 2017	Teacher's meeting
4	Third week	Departmental Meeting - Yearly Plan
5	25 <sup>th</sup> June 2017	Commencement of classes of First Year- B.A., B.COM, B.SC.
6	First Week , July 2017	Commencement of Syllabus teaching of Second and Third Year
7	First Week , July 2017	IQAC Committee Meeting
8	First Week , July 2017	Principal's key address to fresher boy student
9	First Week , July 2017	Principal's key address to fresher girls student
10	First Week , July 2017	
11	Second Week , July 2017	Meeting Executive chairman of various Boards with Principal
12	Second Week , July 2017	Library Advisory Committee meeting
13	Third Week , July 2017	Departmental Meeting of Examination Committee (Result analysis of examination)
14	First Week , August 2017	Selection of Student Board as per University order
15	3 <sup>rd</sup> August 2017	Commencement of Post Graduate classes
16	First Week , August 2017	Inauguration of various Boards
17	Second Week , August 2017	Inauguration of various Committees
18	15 August 2017	Independence day celebration
19	Third Week , August 2017	Medical check-up camp
20	29 August 2017	National Sports day
21	Fourth Week , August 2017	Inauguration of remaining Boards
22	First Week , Sept. 2017	Swearing -in -ceremony of Board of Students
23	First Week , Sept. 2017	Students Innovative Writing camp
24	5 Sept 2017	Teachers day
25	Second Week, Sept. 2017	Programs under various UGC schemes
26	Second Week, Sept. 2017	Arrangement of curricular and extra-curricular activity of Boards
27	14 Sept. 2017	Hindi day
28	Third Week, Sept. 2017	Activities of UGC and Universities under various scheme
29	Third Week, Sept. 2017	To fill up Feedback form by student
30	Fourth Week, Sept. 2017	Internal unit test
31	24 Sept. 2017	NSS anniversary day and student training camp
32	Fourth Week, Sept. 2017	College campus cleaning campaign

*Academic Calendar (contd...)*

Sr. No.	Day/Date/ Week	Activities
33	Fourth Week, Sept. 2017	Yoga training camp
34	2-9 Oct. 2017	Gandhi thought week
35	9 <sup>th</sup> Oct. 2017	Gandhi thought & Kisan day (Purushottam Prize distribution ceremony)
36	Second Week, Oct. 2017	Term end internal exam of PG Classes
37	11 <sup>th</sup> Oct. 2017	Examination committee meeting
38	15 <sup>th</sup> Oct. 2017	Term end exam
39	20 <sup>th</sup> Oct. 2017	Arrangement of curricular and extra-curricular activity of Boards
40	Third Week, Oct. 2017	College IQAC Meeting
41	Third Week, Oct. 2017	College Term end Examination
42	Fourth Week, Oct. 2017	Teachers term end meeting
43	1 <sup>st</sup> Nov. 2017	Diwali Vacation
44	25 <sup>th</sup> Nov. 2017	Term commencement meeting of teachers
45	First Week, Dec. 2017	College IQAC Meeting and CAP of University
46	First Week, Dec. 2017	NSS Winter camp
47	Second Week, Dec. 2017	Meeting of College-School Community scheme
48	24 <sup>th</sup> Dec. 2017	Birth anniversary of Poojya Sane Guruji
49	First Week, Jan. 2018	Lectures, conferences and workshops of various subject expert
50	First Week, Jan. 2018	Internal unit test
51	10 Jan. 2018	Geography day
52	26 Jan. 2018	Indian Republic day
53	30 <sup>th</sup> Jan. 2018	Annual prize distribution ceremony
54	Fourth Week, Jan. 2018	Annual Gathering
55	Third Week, Feb. 2018	Internal unit test
56	27 Feb. 2018	Marathi Rajbhasha day
57	28 Feb. 2018	National Science day
58	First Week, March 2018	College IQAC Meeting
59	Second Week, March 2018	Term end examination of PG
60	Third Week, March. 2018	Commencement of University examination
61	March, Apr. & May 2018	University examination & PG internal examination
62	30 Apr. 2018	Academic annual meeting

## Feedback analysis

### Faculty Evaluation By Students (2017-18)

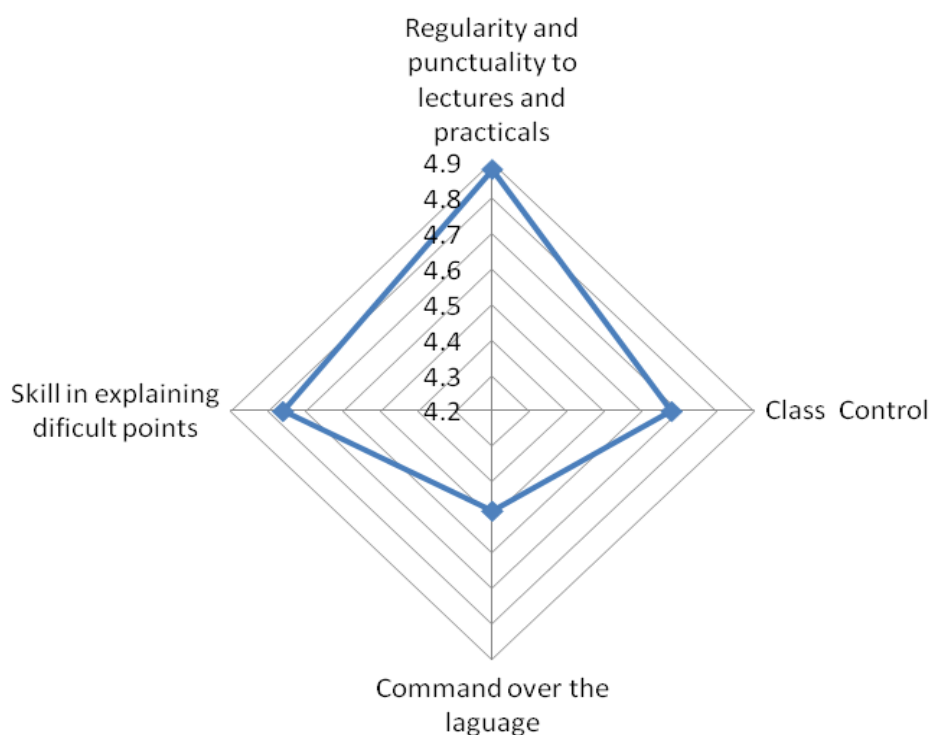
Students are required to objectively express their evaluation based on the following five-point scale.

**5 = Excellent      4 = Very Good      3 = Good      2 = Average      1 = Below Average**

Feedback was taken in a scale of 05, with 05 being the highest rating. Feedback reported by choosing random 25 feedback forms among all the departments.

#### **I. General Feedback:**

1. Command over the language.
2. Class control.
3. Regularity and punctuality to lectures and practicals.
4. Skill in explaining difficult points.

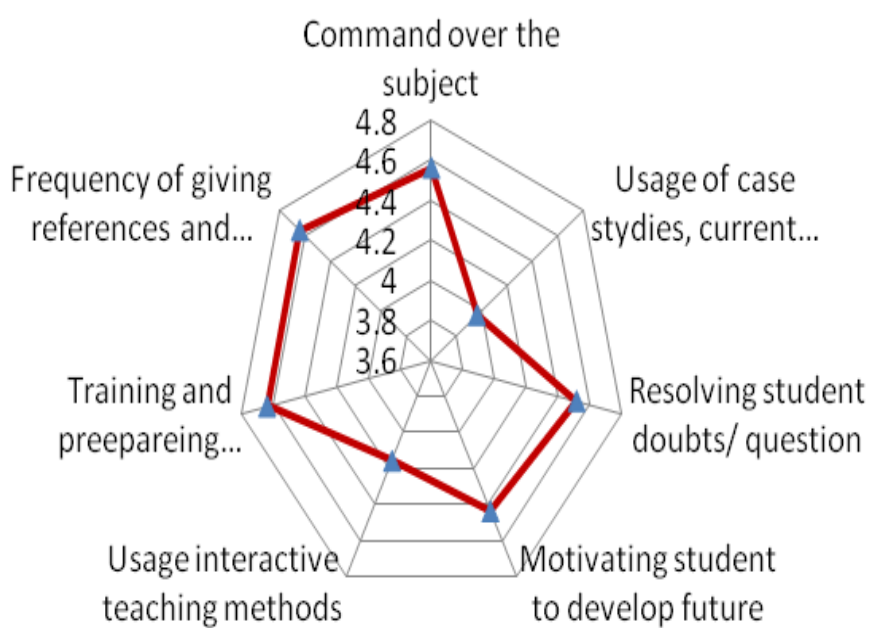


**Figure 1      General Feedback**

<b>Student</b>	<b>Command over the language</b>	<b>Class Control</b>	<b>Regularity and punctuality to lectures and practicals</b>	<b>Skill in explaining difficult points</b>
<b>Student 01</b>	5	5	4	5
<b>Student 02</b>	5	4	5	5
<b>Student 03</b>	5	3	5	4
<b>Student 04</b>	5	4	5	5
<b>Student 05</b>	4	5	5	4
<b>Student 06</b>	5	4	5	5
<b>Student 07</b>	4	5	5	4
<b>Student 08</b>	5	4	4	5
<b>Student 09</b>	4	4	5	5
<b>Student 10</b>	5	4	5	5
<b>Student 11</b>	4	5	5	4
<b>Student 12</b>	5	5	5	5
<b>Student 13</b>	2	5	5	4
<b>Student 14</b>	4	5	5	4
<b>Student 15</b>	3	4	5	4
<b>Student 16</b>	4	5	5	5
<b>Student 17</b>	5	4	5	4
<b>Student 18</b>	4	5	4	5
<b>Student 19</b>	5	4	5	4
<b>Student 20</b>	4	5	5	5
<b>Student 21</b>	5	4	5	4
<b>Student 22</b>	4	5	5	5
<b>Student 23</b>	5	4	5	4
<b>Student 24</b>	3	5	5	5
<b>Student 25</b>	5	5	5	5

## II. Subject Feedback:

1. Command over the subject.
2. Usage of case studies, current events in lecture.
3. Resolving student doubts/ question.
4. Motivating student to develop future interest in subject/ higher education.
5. Usage interactive teaching methods like seminars, tutorial, quiz etc.
6. Training and preparing student for examination.
7. Frequency of giving references and further reading.

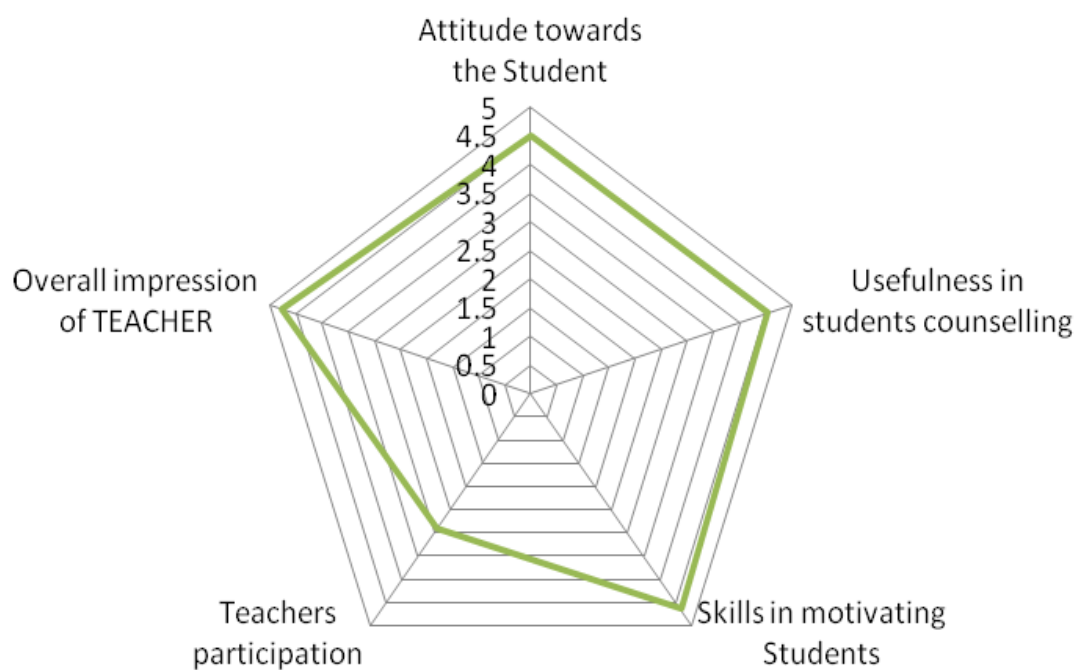


**Figure 2** Subject Feedback

<b>Student</b>	<b>Command over the subject</b>	<b>Usage of case studies, current events in lecture</b>	<b>Resolving student doubts/question</b>	<b>Motivating student to develop future</b>	<b>Usage interactive teaching methods</b>	<b>Training and prepreparing student for examination</b>	<b>Frequency of giving references and further reading</b>
<b>Student 01</b>	5	3	2	5	5	5	5
<b>Student 02</b>	4	2	3	4	2	4	5
<b>Student 03</b>	4	4	5	5	3	5	5
<b>Student 04</b>	4	5	3	4	5	4	5
<b>Student 05</b>	5	2	5	5	3	4	4
<b>Student 06</b>	4	3	3	4	5	5	5
<b>Student 07</b>	5	2	4	5	4	4	4
<b>Student 08</b>	4	5	5	4	5	5	5
<b>Student 09</b>	5	3	4	5	4	5	4
<b>Student 10</b>	4	5	5	4	5	5	3
<b>Student 11</b>	5	5	4	5	5	5	5
<b>Student 12</b>	4	4	5	5	5	5	4
<b>Student 13</b>	5	5	4	5	5	4	5
<b>Student 14</b>	5	4	5	5	5	4	3
<b>Student 15</b>	4	5	3	5	4	4	5
<b>Student 16</b>	5	4	5	3	4	4	3
<b>Student 17</b>	4	2	5	2	4	4	5
<b>Student 18</b>	5	3	4	2	4	4	4
<b>Student 19</b>	4	5	5	3	4	5	5
<b>Student 20</b>	5	3	4	5	3	5	4
<b>Student 21</b>	4	2	5	3	3	4	5
<b>Student 22</b>	5	3	5	5	3	5	4
<b>Student 23</b>	4	5	5	3	3	4	5
<b>Student 24</b>	3	5	5	5	3	5	4
<b>Student 25</b>	5	5	5	5	5	4	5

### **III. Attitude Feedback:**

1. Attitude towards the Student: Friendly and encouraging.
2. Usefulness in students counselling: Personal/career.
3. Skills in motivating Students for extra curricular activity.
4. Teachers participation in extra curricular activity.
5. Overall impression of TEACHER.



**Figure 3 Attitude Feedback**



<b>Student</b>	<b>Attitude towards the Student: Friendly and encouraging</b>	<b>Usefulness in students counselling: Personal and career</b>	<b>Skills in motivating Students for extra curricular activity</b>	<b>Teachers participation in extra curricular activity</b>	<b>Overall impression of TEACHER</b>
<b>Student 01</b>	5	5	5	3	5
<b>Student 02</b>	4	4	5	2	4
<b>Student 03</b>	5	4	5	3	5
<b>Student 04</b>	4	4	5	2	4
<b>Student 05</b>	5	4	5	5	5
<b>Student 06</b>	5	4	5	2	4
<b>Student 07</b>	5	5	5	5	5
<b>Student 08</b>	5	4	4	2	4
<b>Student 09</b>	5	5	4	2	5
<b>Student 10</b>	4	4	4	2	5
<b>Student 11</b>	4	5	4	5	5
<b>Student 12</b>	5	4	5	2	4
<b>Student 13</b>	4	5	4	5	4
<b>Student 14</b>	5	4	5	3	4
<b>Student 15</b>	4	4	4	2	4
<b>Student 16</b>	5	4	5	3	4
<b>Student 17</b>	4	5	4	2	4
<b>Student 18</b>	2	4	5	3	4
<b>Student 19</b>	5	4	4	2	5
<b>Student 20</b>	3	4	5	3	5
<b>Student 21</b>	3	5	4	2	5
<b>Student 22</b>	3	4	3	3	5
<b>Student 23</b>	3	5	5	2	5
<b>Student 24</b>	5	4	3	3	5
<b>Student 25</b>	5	5	5	2	5

**Best Practice I**

## 1. Title of Practice

“NAVLEKHAN KARYASHALA”

## 2. Goal

The main aim was to strengthen the writing skills of the students. Shahada is a rural, Adivasi area where the local language is predominant. The students use the language more commonly and are thereby have poor vocabulary of the language used in the curriculum i.e. English, Hindi and Marathi. The purpose of the seminar was to motivate the students to develop skill in expressing what they understand and imagine in their own simple words and thereby built in this habit in their day to day life.

## 3. The context

The goal of the program though motivating was encountered with many challenging issues, this being the first attempt to implement such a novel task. For practical implementation it was necessary to motivate students to come forward with language problems they were facing. IQAC took the initiative for searching eminent orators who could convey the purpose of the workshop to the students. Search of such orators was a big challenge. The entire program of the workshop was to be chalked out first which included selecting orators aware of the skills, students who would actually come forward for attending the workshop, procuring stationary and other consumables for the write ups. Experts in the subject thereby had to put in extra efforts to collect volunteers for the successful implementation of the workshop.

## 4. The practice

A protocol for the practice was designed. A three day workshop was organized entitled “Navlekhan Karyashala”. The speakers with their eminent speeches motivated the students how to develop a skill in writing prose and poetry in a language familiar to them using the simplest form of vocabulary. 200 students participated for the workshop. Creation of something novel was the main aim. On the second day of the workshop students were guided to write poem or story or essay on two most common and popular topics: Rain and Mother. 30 students came up with their ideas imprinted on paper. Overview of their write ups ended up with a conclusion that there were many repetitions and common things which were either textual or borrowed. A counseling session was thereby organized where emphasis was laid on novelty, simplicity and self writing. The outcome was quite encouraging though not cent percent.

## 5. Evidence of success

How successful the practice would be was a trying question before the organizers. The targets laid were quite high as compared to the outputs gained due to less number of students participating with a view to come out of their weaknesses. A few students positively reached the

target and emerged with excellent write ups. To encourage such students and to motivate others to participate in more numbers further three awards were offered to the students who came up with novel ideas and simple and lucid essays and poems on the topics. The results of the practice indicated that the success percent was too low than targeted and herculean efforts needed to be put in for reaching higher aims. However, the most encouraging point was that the practice did not fail in its attempt to achieve the objectives partially. The most encouraging part was coincidentally the college magazine ‘Chetna’ published with a theme ‘Mother’ and articles received through the workshop were published in the magazine under the same theme. This encouraged the students greatly and they are looking forward for conduction of such events this year too.

6. Problems encountered and resources required. The success percent was low as mentioned above. For reaching the aims a higher participation on part of students and volunteers was needed including the organizers. Resources like financial aids and human personnel needed to be enriched for a greater success. The financial part for the event was borne by the organizers which was quite limited. The stationary and other material needed was quite limited and thereby limited students’ entries were allowed. The volunteers and human assistance was negligible which also restricted the success.

## **Best Practice II**

1. Title of Practice

“Workshop on Preparation of Software programming”

2. Goal

The main aim was to strengthen the skills of the students. Shahada is a rural, Adivasi area where the local language is predominant. The students use the language more commonly and are thereby have poor vocabulary of the language used in the curriculum. The purpose of the seminar was to motivate the students to develop skill in expressing what they understand and imagine in their own simple words and thereby built in this habit in their day to day life.

3. The context

Software programming involves using a computer language to develop programs. Software programmers design these programs to carry out specific functions. Python. It is a general-purpose programming language which is simple and highly flexible language. Programmes like SQL, Java, JavaScript, C# ,Ruby etc. were practiced.

The goal of the program though motivating was encountered with many challenging issues, For practical implementation it was necessary to motivate students to come forward with basic problems they were facing. IQAC took the initiative for searching eminent orators who could convey the purpose of the workshop to the students. Experts in the subject thereby had to put in extra efforts to collect volunteers for the successful implementation of the workshop.

4. The practice

A protocol for the practice was designed. A one day workshop was organized entitled “Preparation of Software programming”. The experts with their eminent speeches motivated the students how to develop computer skill. 120 students participated for the workshop. A counselling session was thereby organized. The outcome was quite encouraging though not cent percent.

5. Evidence of success

The targets laid were quite high as compared to the outputs gained due to less number of students participating with a view to come out of their weaknesses. A few students positively reached the target. To encourage such students and to motivate others to participate in more numbers further three awards were offered to the students. The results of the practice indicated that the success percent was too low than targeted. However, the most encouraging point was that the practice did not fail in its attempt to achieve the objectives partially.

6. Problems encountered and resources required.

For reaching the aims a higher participation on part of students and volunteers was needed including the organizers. Resources like financial aids and human personnel needed to be enriched for a greater success. The financial part for the event was borne by the organizers which was quite limited.