**Annual Quality Assurance Report (AQAR) of the IQAC for 2016 - 17**

Jijamata Education Society's, Arts, Science and Commerce College, Nandurbar 425412

**NAAC Track ID: MHCOGN11971**
**NAAC Executive Committee No. & Date:**
**EC(SC)/13/A&A/47.2 dated March 17, 2016**

# The Annual Quality Assurance Report (AQAR) of the IQAC (2016-17)

## Part – A

**AQAR for the year**

| |
|---|
| 2016-17 |

## 1. Details of the Institution

1.1 Name of the Institution

| |
|---|
| Jijamata Education Society's Arts Science and Commerce College, Nandurbar |

1.2 Address Line 1

| |
|---|
| Waghoda Road, |

Address Line 2

| |
|---|
| Nandurbar |

City/Town

| |
|---|
| Nandurbar |

State

| |
|---|
| Maharashtra |

Pin Code

| |
|---|
| 425412 |

Institution e-mail address

| |
|---|
| jesascc@yahoo.com |

Contact Nos.

| |
|---|
| Office: 02564232832  Mob: 09422235957 |

Name of the Head of the Institution:

| |
|---|
| Dr. Satish Vedu Deore |

Tel. No. with STD Code:

| |
|---|
| 02564232832 |

Mobile:

| |
|---|
| 09422235957 |

Name of the IQAC Co-ordinator:

Mr. Hiralal Motilal Patil

Mobile:

08055425655

IQAC e-mail address:

jesascc@yahoo.com

satishvdeore@gamil.com

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

MHCOGN11971

**OR**

1.4 **NAAC Executive Committee No. & Date:**
*(For Example EC/32/A&A/143 dated 3-5-2004.*
*This EC no. is available in the right corner- bottom*
*of your institution's Accreditation Certificate)*

EC(SC)/13/A&A/47.2 dated March 17, 2016

1.5 Website address:

www.jijamataeducation.org

Web-link of the AQAR:

http://www.jijamataeducation.org/asc/naac/aqar/aqar.php

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-------|-------|------|----------------------|-----------------|
| 1 | 1st Cycle | B | 71 | 2004 | 5 years |
| 2 | 2nd Cycle | B | 2.85 | 2016 | 5 years |
| 3 | 3rd Cycle | | | | |
| 4 | 4th Cycle | | | | |

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

02/12/2005

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)*

Latest Assessment and Accreditation by NAAC is done on 17th March, 2016

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)*    ┌──────────────────────────┐
                                                                │ 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    No

University with Potential for Excellence    No    UGC-CPE    No

DST Star Scheme    No    UGC-CE    No

UGC-Special Assistance Programme    No    DST-FIST    No

UGC-Innovative PG programmes    No    Any other (*Specify*)    No

UGC-COP Programmes    No

## 2. IQAC Composition and Activities

2.1 No. of Teachers    5

2.2 No. of Administrative/Technical staff    2

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    0

2.8  No. of other External Experts    0

2.9 Total No. of members    11

2.10 No. of   IQAC meetings held      02

2.11 No. of meetings with various stakeholders:    No.    02    Faculty    02

Non-Teaching Staff Students    02    Alumni    01    Others    01

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

If yes, mention the amount    Rs. 300000

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  01  International  --  National  --  State  01  Institution Level  --

(ii) Themes    Workshop on NET/SET preparation

2.14 Significant Activities and contributions made by IQAC

- Preparation of SSR for 2nd Cycle of accreditation.
- Periodical meetings with all the departments for collecting the data of various activities.
- Preparation of reports, highlighting various activities of the college for presentation during peer team visit.
- Visits to the departments for discussions related to the pattern of  presentation before peer team
- Results Analysis of the College.
- Preparing College Data for SSR
- Collection of Staff Self-Appraisal.
- Conducted various Workshops
- Involved in all the quality related works.

2.15 Plan of Action by IQAC/Outcome

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

| Plan of Action | Achievements |
|---|---|
| 1. To submit LOI to NAAC for 2nd cycle of accreditation.<br>2. Preparation of SSR.<br>3. To arrange peer team visit for assessment. | 1. LOI submitted to NAAC for 2nd cycle of accreditation.<br>2. SSR preppared<br>3. Peer team visited the college and college get accreditation for 2nd cycle and placed in B grade with CGPA 2.85 |
| 4. Improvement of academic excellence. | 4. LCD projector for teaching |

| | |
|---|---|
| 5. Betterment of results | 5. Results are improved |
| 6. Field studies, excursions, project work, survey, educational visits and Industrial orientation of students | 6. Field studies, excursions, project work, survey, educational visits and Industrial visits were arranged |
| 7. Placement opportunities for the students | 7. Placement camp was arranged |
| 8. Personality Development | 8. Personality Development |
| 9. Training for competitive examinations like UPSC, MPSC etc. | 9. Training provided for competitive examinations like UPSC, MPSC. |
| 10. To strengthen the library facility | 10. Inflibent,facility New books added |
| 11. To motivate Teachers for doing research under various funding agency | 11. Proposals for minor and major research projects are submitted |
| 12. Motivating staff members to participate in National/International Conferences. | 12. Staff members participated in National/InternationalConferences. |
| 13. Updating Laboratory | 13. Laboratories are updated |
| 14. Expansion of internet facility | 14. Expansion of internet facility is made |
| 15. Conducting aptitude tests, poster presentation | 15. Students participated in "Avishkar" competition |
| 16. Arranging quiz contests | 16. Quiz contests were arranged |
| 17. To arrange students seminars. | 17. Students seminars were arranged. |
| 18. Arranging debate and elocution competitions | 18. Debate and elocution competitions were arranged. |
| 19. Arranging intercollegiate activities | 19. Intercollegiate sports activities |
| 20. Arranging NSS camp in the neighbourhood | 20. NSS camp was arranged in the neighbourhood |
| 21. To arrange blood donation camp | 21. Blood donation camp was arranged |
| 22. Arrange AIDS awareness programme | 22. AIDS awareness programme |
| 23. Arranging self defence workshops (for girls ). | 23. Self defence workshops (for girls ) was arranged. |

*\* Attach the Academic Calendar of the year as Annexure.*

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

Management  √     Syndicate ☐     Any other body ☐

Provide the details of the action taken

AQAR is listed for discussion in the General Body Meeting

# 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 | 01 | | | |
| PG | 02 | | 02 | |
| UG | 16 | | 02 | |
| PG Diploma | | | | |
| Advanced Diploma | | | | |
| Diploma | | | | |
| Certificate | | | | |
| Others | | | | |
| **Total** | 18 | | 04 | |

| Interdisciplinary | | | | |
|---|---|---|---|---|
| Innovative | | | | |

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

| Pattern | Number of programmes |
|---|---|
| Semester | 18 |
| 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.

> Curriculum design is under the purview of North Maharashtra  University to which the college is affiliated.  However our faculty members worked on various syllabi framing committees of the University and also participated in workshops on syllabi framing. Three faculty members are  on the on the Board of Studies of the University. Some faculty members worked as members of syllabus framing committee of the University. Syllabi of every class is updated and revised after every three or five years by the University.

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

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## Criterion – II

## 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Others |
|---|---|---|---|---|
| 39 | 09 | 30 | -- | -- |

2.2 No. of permanent faculty with Ph.D.

10

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 |
| 00 | 09 | -- | -- | -- | -- | -- | -- | -- | -- |

2.4 No. of Guest and Visiting faculty and Temporary faculty    02    00    08

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|---|---|---|---|
| Attended | 00 | 11 | |
| Presented papers | | 08 | |
| Resource Persons | | 06 | |

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

- Use of PowerPoint presentation.
- Group discussions
- Use of Internet resources.
- Demonstration using models
- Experiential learning to reinforce the fundamentals of the subject.
- Field visits, Industrial Visits, Excursion tours.
- Seminars, Test, Tutorials, assignments.

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)

> The college being an affiliated one does not have a free hand to reform examinations conducted by North Maharashtra University. Examination reforms are done by the university when it felt necessary. However College conducts different internal tests, seminars, projects, terminal examination etc. Bar Coding, Double Valuation, Photocopy are implemented by the University. Online delivery of question papers for PG courses and onscreen evaluation of answer books for all classes is implemented by the North Maharashtra University.

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

| 03 | 00 | 07 |
|---|---|---|

2.10 Average percentage of attendance of students

> 95%

2.11 Course/Programme wise distribution of pass percentage :

**Arts Faculty:**

| Sr. No. | Subject | | Percentage pass out 2016-17 |
|---|---|---|---|
| 1. | Com.English | | 45.21 |
| 2. | Marathi | G3 | 78.5 |
| | | S3 | 83.00 |
| | | S4 | 85.60 |
| 3. | Hindi | G3 | 87.33 |
| | | S3 | 73.23 |
| | | S4 | 74.30 |
| 4. | Economics | G3 | 65.00 |
| | | S3 | 70.77 |

| Sr. No. | Subject | | Percentage |
|---|---|---|---|
| | | S4 | 72.00 |
| 5. | Politics | G3 | 82.00 |
| | | S3 | 90.00 |
| | | S4 | 93.00 |
| 6. | History | G3 | 89.01 |
| | | S3 | 89.28 |
| | | S4 | 88.00 |
| 7. | Geography | G3 | 85.00 |
| | | S3 | 87.00 |
| | | S4 | 89.00 |
| 8. | Psychology | G3 | 86.00 |
| | | S3 | 95.00 |
| | | S4 | 95.00 |
| 9. | Defense Stu. | G3 | 75.00 |
| | | S3 | 82.00 |
| | | S4 | 80.00 |
| 10. | Opp Englis | G3 | 75.00 |
| | | S3 | 76.00 |
| | | S4 | 77.00 |

**Commerce Faculty:**

| Sr. No. | Subject | Percentage pass out |
|---|---|---|
| | | **2016-17** |
| 1. | Indian Economics Scenario | 59.00 |

| | | |
|---|---|---|
| 2. | Principles & Practices of Auditing | 58.33 |
| 3. | Income Tax & Informa. Management | 94.44 |
| 4. | Human Resource Management | 72.22 |
| 5. | Modern Management Techniques | 88.88 |
| 6. | Business Administration – I | 88.88 |
| 7. | Business Administration – II | 94.44 |

**Science Faculty:**

| Sr. No. | Subject | Percentage of pass out 2016-17 |
|---|---|---|
| 1. | Physics | 90 |
| 2. | Chemistry | 45 |
| 3. | Botany | 60 |
| 4. | Zoology | 80 |
| 5. | Microbiology | 45 |
| 6. | Computer | 45 |

- One student of Psychology – University Ranked.
- One student of zoolgy 3rd University Ranked

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

- Periodical review of the teaching learning process at the end of each semester.
- Suggestions given to remodel and strengthen the mentor system and remedial coaching practices.
- Procured the result analysis of the department and recommended the follow-up action.
- Students' feedback of faculty and institution are collected from the students for follow-up action
- IQAC conducts meetings / professional skill development programs to enhance teacher effectiveness.
- Modern teaching methods of smart classes suggested.

- Use of ICT in teaching is suggested.
- Encourages publications in state level/national /international level conferences/seminars/symposia in high impact factor journals.

2.13 Initiatives undertaken towards faculty development

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

2.14 Details of Administrative and Technical staff

| Category | Number of Permanent Employees | Number of Vacant Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
|---|---|---|---|---|
| Administrative Staff | 30 | 00 | 00 | 00 |
| Technical Staff | 00 | 00 | 00 | 00 |

# Criterion – III

## 3. Research, Consultancy and Extension

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

- For **Sensitizing/Promoting Research Climate in the institution** a research committee is formed, which consist of the principal, coordinator, IQAC coordinator and one senior teacher from each faculty.
- The meetings are held in regular intervals during the academic year.
- The information of the UGC & other research schemes is made available to the teachers.
- They are motivated to write and published research papers and to attend National / International Conference / Seminar and Workshop with research papers.
- The students & faculty members are encouraged and motivated for research activity i.e. Aviskar held by NMU, Jalgaon.
- Encouraged to present /publish research papers in conferences in high impact factor journals.
- Requested the principal to sanction duty leave for presenting research papers/articles in seminars/conferences.
- Staff motivated to apply for major and minor projects.
- Departments encouraged organizing seminars/conferences/symposia at the State /National/International level.
- Motivated to enroll as research guides
- Encouraged to carry out Multidisciplinary research.
- Bi-annual Multidisciplinary Research Journal with ISBN number is published from the college.[Department of Botany]
- Faculty encouraged to join Ph,D (part-time) and pursue research.

3.2       Details regarding major projects

|                    | Completed | Ongoing | Sanctioned | Submitted |
|--------------------|-----------|---------|------------|-----------|
| Number             | --        | 01      | 00         | --        |
| Outlay in Rs. Lakhs |          | 802300  | 00         | --        |

3.3       Details regarding minor projects

|                    | Completed | Ongoing | Sanctioned | Submitted |
|--------------------|-----------|---------|------------|-----------|
| Number             | --        | 01      | --         | --        |
| Outlay in Rs. Lakhs | --       | 180000  | --         | --        |

3.4       Details on research publications

|                         | International | National | Others |
|-------------------------|--------------|----------|--------|
| Peer Review Journals    | 31           | --       | --     |
| Non-Peer Review Journals | --          | --       | --     |
| e-Journals              | --           | --       | --     |
| Conference proceedings  | --           | --       | --     |

3.5 Details on Impact factor of publications:

Range [ - ]     Average [ - ]     h-index [ - ]     Nos. in SCOPUS [ - ]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

| Nature of the Project | Duration Year | Name of the funding Agency | Total grant sanctioned | Received |
|---|---|---|---|---|
| Major projects | | | | |
| Minor Projects | 2015-17 | UGC | 245000 | 245000 |
| 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. [ 02 ]   Chapters in Edited Books [ -- ]

ii) Without ISBN No. [ 01 ]

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 | | | | 01 | |
| Sponsoring agencies | | | | NMU, JALGAON | |

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

3.13 No. of collaborations     International [ -- ]     National [ -- ]     Any other [ -- ]

3.14 No. of linkages created during this year   `--`

3.15 Total budget for research for current year in lakhs :

From Funding agency `--`   From Management of University/College `--`

Total `--`

3.16 No. of patents received this 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 |
|---|---|---|---|---|---|---|
| 01 | 01 | | | | | |

3.18 No. of faculty from the Institution
who are Ph. D. Guides `10`
and students registered under them `03`

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

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

JRF `-`   SRF `-`   Project Fellows `01`   Any other `02`

3.21 No. of students Participated in NSS events:   220

University level `05`   State level `01`

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 `--`   State level `01`

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 [ -- ]

NCC [ -- ]  NSS [ 06 ]  Any other [ 02 ]

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility (See *Annexure I)*

- Blood donation camp

- Cleanliness drive in the adopted village

- Tree plantation

- AIDS awareness programme

- Under the "My Soil My Soul" activity of the Society, clothes, school bags, educational material is distributed to poor and needy students in the rural and tribal community.

- Self defence workshop for women.

- Nirmalya Dan Collection by NSS students during Ganpati Festival.

- Rural economical, social, educational survey carried out by NSS students

# 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 | 1840sq.m | -- | | 1840sq.m |
| Class rooms | 10 | 02 | Institute | 12 |
| Laboratories | 08 | -- | -- | 08 |
| Seminar Halls | -- | 01 | Institute | 01 |
| No. of important equipments purchased ($\geq$ 1-0 lakh)  during the current year. | | | | |
| Value of the equipment purchased during the year (Rs. in Lakhs) | | | | |
| Others | | | | |

4.2 Computerization of administration and library

> SOUL Software and CMS software was purchased for library and office
>
> **Administration**
> - Annual accounts, financial statements, salaries received from the government, Provident fund, Arrear bills (excel format), Income Tax have been computerized through administration office.
> - In addition the Administrative offices ( Aided & Self Supporting Stream ) make effective use of computers for the following:
> - Process of Applications for Government funded scholarships, maintaining academic record of the students, staff Data base, salary details, correspondence with Joint director & directorate Office, Preparation of Transfer & Conduct certificates for students.
> - Annual statements of Bank Reconciliation Statements and Financial statements are computerized.

4.3  Library services:

| | Existing | | Newly added | | Total | |
|---|---|---|---|---|---|---|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 14965 | | 960 | 58466 | | |
| Reference Books | | | | | | |
| e-Books | | | | | | |
| Journals | 15 | | | | | |
| e-Journals | | | | | | |

| | | | | | |
|---|---|---|---|---|---|
| Digital Database | UGC N-list | | | | |
| CD & Video | | | | | |
| Others (specify) | | | | | |

4.4 Technology up gradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Depart-ments | Others |
|---|---|---|---|---|---|---|---|---|
| Existing | 35 | 15 | 12 | -- | 01 | 16 | 04 | -- |
| Added | 05 | 01 | -- | -- | -- | 04 | -- | -- |
| Total | 40 | 16 | 12 | | 01 | 20 | 05 | -- |

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

- Necessary technical support is provided to teaching and non-teaching staff by Computer department
- Internet access to staff & research students in the department
- On-line application for admissions
- CMS system in college administration
- Networking available throughout
- A server room is available with state-of-the-art facilities

4.6  Amount spent on maintenance in lakhs :

 i)  ICT                                            --

 ii) Campus Infrastructure and facilities          560000

iii) Equipments                                    332000

iv) Others                                         897000

                              **Total :**          1789000

# Criterion – V
## 5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Students are informed about various students support service through notice boards, college website, meetings with students, through student council.
- Prizes won by the student members of various support services and others are distributed by the principal to motivate interest among other students and to inspire more members to participate still more actively

5.2 Efforts made by the institution for tracking the progression

The College takes every possible effort towards students progression to higher education and employment. The members of the admission committee visit all the classes of last year graduation and inform them orally about the career in higher education. Student progression to the higher education is facilitated through the counseling done by the teachers during practicals / project work. The institution facilitates student progression to higher education in the following ways:

- Campus placement interviews are organized every year.
- Teachers give information about future options available after graduation.
- Student profile collected by the concerned Departments
- Seminars are conducted in classrooms in connection with curriculum
- Internal marks of Students are recorded and compared it with their previous marks
- Staff monitor and help the students to improve their academic performance by counselling and keeps track of the attendance status of the students in his/her class.
- Teachers help the students regarding academic and non-academic matters when they approach them for any help.
- A healthy teacher-student relationship is maintained which helps the students to improve their academics .
- Heads of Departments give stiff warning to the students who lack attendance which helps in improving the attendance.
- Parent-teacher meets are held at regular intervals and parents are apprised of their ward's academic performance and attendance position.
- Heads of the departments and the Principal meet to discuss on the progress of students in academics.

5.3 (a) Total Number of students

| UG | PG | Ph. D. | Others |
|------|----|--------|--------|
| 1525 | 55 | 03 | -- |

(b) No. of students outside the state

10

(c) No. of international students  | -- |

| | No | % | | | No | % |
|---|---|---|---|---|---|---|
| Men | -- | -- | Women | | -- | -- |

| Last Year | | | | | | This Year | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 446 | 35 | 473 | 165 | 01 | 1120 | 324 | 72 | 869 | 318 | 00 | 1583 |

Demand ratio   1:1          Dropout %: Less than 2%

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

- Channakya Competitive exam guidance centre provides guidance to students for various competitive examinations such as MPSC, UPSC, ZP etc.
- Two days workshop on NET/SET examination preparation was arranged. Experts from respective fields are called for guidance

No. of students beneficiaries  | 75 |

5.5 No. of students qualified in these examinations

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

IAS/IPS etc [  ]     State PSC [ 01 ]     UPSC [  ]     Others [  ]

5.6 Details of student counselling and career guidance

The **Student Counselling Centre** extends counselling assistance to students with psychological, academic and social concerns. These services are provided on appointments that seek to enable students to function effectively and improve their wellness quotient. Students with serious psychological problems are referred to a psychiatrist or a clinical psychologist for further evaluation. The centre also conducts workshops for staff and students on counselling and life skills.

No. of students benefitted  | 20 |

5.7 Details of campus placement

| On campus | | | Off Campus |
|---|---|---|---|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| 01 | 70 | 05 | -- |

5.8 Details of gender sensitization programmes

"Yuvati Sabah" has organized Self defence for Women, Women empowerment programs.

5.9 Students Activities

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

State/ University level  277   National level  05   International level  --

No. of students participated in cultural events

State/ University level  30   National level  06   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 | 15 | |
| Financial support from government | 1322 | |
| 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: _____--_____

# Criterion – VI

## 6.  Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> **Vision:**
> To develop younger people of the country in such a manner that they not only have a satisfying personal life but can also make a worthy contribution to the progress of the society to which they belong
>
> **Mission:**
> **"Dnyan Bano Karmashil, Karma Dnyanwan"**
> The mission statement suggests that May Knowledge become deedfull and the deed be knowledgeable

6.2 Does the Institution has a management Information System

> The College ensures a system of participative management whereby information flow and decision making processes are systematised and channelled through all key constituents of the College. The suggestions given by the Governing Body, the Management Committee and the Finance Committee are implemented by the various administrative offices, under the leadership and guidance of the Principal.
>
> The Heads of departments ensure the smooth functioning of the activities of the department in collaboration with other members of the department. Regular meetings of the Staff Council are held to discuss and decide on matters relating to academics and administration. For the smooth and effective functioning of the College, interactions with stakeholders comprising of faculty, parents, alumnae and the students, are regularly organised. Feedback received from faculty, students, alumnae and other stake-holders are considered for continuous review and revision which are relevant to the changing needs of higher education.

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

   6.3.1   Curriculum Development

> The institution encourage the faculty members to attend the workshops /seminars organised by NMU Jalgaon on curriculum designing. As a result three faculty members are on the Board of Studies of the university, Many faculty members are the members of Syllabus framing committee.

### 6.3.2 Teaching and Learning

The best available faculty are recruited, strictly on merit basis. An academic calendar drawn up at the beginning of the year is closely adhered to so that the syllabus is completed in time, internal evaluations are done according to schedule and organizational goals are achieved with optimum efficiency and better co-ordination. The management ensures that maximum number of faculty should obtain Ph.D. degree as the highest degree. Infrastructure and learning resources are enhanced and maintained/ updated in a timely manner. Classrooms, laboratories and library are well equipped. Each science department is provided with internet facilities so that same are utilized in teaching- learning. Departments are given all support to conduct academic activities. The teachers are encouraged to participate in external conferences and workshops. Advanced learners and slow learners are catered to in different ways so that all students may use their maximum potential. Student feedback, Teachers observations and Students examination results are mechanisms for monitoring the teaching learning process.

### 6.3.3 Examination and Evaluation

The institute follows the guidelines led down by the North Maharashtra University, Jalgaon. However college conducts internal tests, tutorials, seminars to prepare students for final examination.

### 6.3.4 Research and Development

The Research Committee of the College provide guidance to teachers for pursuing research and applying for research projects. Research projects are given infrastructural and technical assistance. Expert guidance is taken frequently by all departments. The Computer laboratory and library with INFLIBNET facility are meant to help teachers and students utilise these beyond their regular academic requirements. The management is alert as to recent technological development and is always made available to the students and the faculty.

The institution encourage the faculty member to carry out research work, submit minor and major research projects, grants them duty leave and felicitate the faculty members who carried out research work successfully.

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

New books are added every year as per demand from the faculty, Internet, LCD projector, Computers are available for the staff and students. INFLIBNET, printed journals, open e-journals are available for the staff and students.

### 6.3.6 Human Resource Management

Human resource management is a very sensitive area where the college adheres to the principle of rigorous discipline but with warm human touch. The administration has developed mechanisms to watch each and every employee closely, at the same time it takes care to keep him/her at a comfort level, so that he/she could work efficiently to the maximum of his/her capacity.

### 6.3.7 Faculty and Staff recruitment

For the recruitment of the teaching staff UGC, University and State Government Norms are strictly followed. Recruitment of the non-teaching staff is done as per the state government policy.

### 6.3.8 Industry Interaction / Collaboration

Industrial visits, field tours are arranged for the students of thedepartment of Chemistry, Botany, Zoology, physics,Geography,  and commerce students

### 6.3.9 Admission of Students

The admission are given to the students as per the guildelines of North Maharashtra University, Jalgaon and Government of Maharashtra policy.

6.4 Welfare schemes for

| Teaching | Group insurance, P.F. , Co-operative society. |
|---|---|
| Non teaching | Group insurance, P.F. , Co-operative society |
| Students | Insurance from University, Earn and Learn Scheme,  Canteen Facility,  Student counseling support,   Book Bank Scheme |

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 and State Government | Yes | Principal |
| Administrative | Yes | Government | Yes | Principal |

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

For UG Programmes    Yes [√]    No [ ]

For PG Programmes    Yes [√]    No [ ]

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

The North Maharashtra University, Jalgaon has adopted strict policy by appointing flying squads, two external and one internal senior supervisor and local vigilance squad to stop malpractices in the examination process. Bar code system, central assessment programme are implemented by the University.,

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

No formal Parent-Teacher Association exists but the parents are asked to meet the teachers whenever their wards have attendance shortage or because of poor academic performance in tests / exams or whenever the parents desire.

6.13 Development programmes for support staff

The college encourages and allows support staff to attend the workshops /programs organized by the university or other institutes.

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

* **Energy conservation:**
  Faculty members discuss energy conservation issues in informal meetings with the students. How to reduce consumption of power and methods to utilize alternative energy sources are suggested by the teachers in their regular classes.

* **Water harvesting**
  All buildings constructed have provision for rain water harvesting. It serves as a model to be followed by students in their communities as well as by other institutions.

* **Plantation**
  With the help of the Forest Department, trees are planted every year. The College conducts tree planting programme every year with the help of N.S.S. and Saplings were planted in the campus on the various occasions

## 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.

1. The college has made administrative office fully computerized. The admission, examination related work and university communication process is made online. This crated accurate, time saving and transparent method.

2. The IQAC ensure proper functioning of all the administrative and academic work. The committee has taken follow up of the academic work and if necessary, modification is suggested.

3. The financial audit has helped to proper maintenance of accounts and controls the financial activities.

4. The extensive activities carried out through the NSS proved greater impact on the personality and community development.

5. The Study tours and Industrial visits are organized as an internal part of the curriculum to enhance the practical knowledge.

6. The Students are encouraged to give feedback on the teaching, infrastructure and suggest improvements.

7. Regular interaction between the teaching faculty, administration and management helps to improve the quality.

8. Overall academic performance of the students is monitored, maintained and conveyed to the parents, if necessary.

9. The Students are involved in the administrative activities to enable them to have a better understanding of the administrative system, e.g. the students under the scheme Earn while Learn, Student Council etc.

10. The Students are motivated to improve the performance in examination, co-curricular and extracurricular activities, sports and games through rewarding and awarding trophies, prizes, certificates and scholarships.

11. The Students are encouraged to express innovative plans and execute academic culture, social events and activities through seminar, cultural programmes and functions.

12. The students are assured for unending support of the teaching faculty, the Principal, the Management to maintain and improve the quality in each activity carried at the college.

13. The Career Counseling Cell, Student Welfare Department, NSS, Yuvati Sabha, Red Ribbon Club and other department helps in maintaining and improving quality.

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

> The IQAC committee planned the action in the beginning of the academic year and most of these plans are implemented effectively.

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

> 1.  Guidance to Self Help Group.
>
> 2.  Students counselling

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

7.4 Contribution to environmental awareness / protection

> The NSS Unit arranges rallies to create awareness in the society regarding deforestation, plantation of trees, dangers of undue use of plastics, collection of Nirmallay dan during Ganapati festival etc

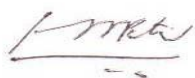7.5  Whether environmental audit was conducted?          Yes [  ]      No [ √ ]

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)
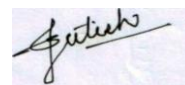
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## 8. Plans of institution for next year

> 1.  To start new PG courses in Geography, Microbiology, Zoology etc
>
> 2.  To organize workshop on NET/SET preparation.
>
> 3.  To improve results
>
> 4.  To apply minor and major research projects.

*Name          H.M. Patil*                                              *Name Dr. Satish V. Deore*

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

## *Annexure I*
## Achievements of NSS for the year 2016-17

The National Service Scheme of our College has unit of with 250 volunteers led by Programme Officers, Prof D.V. Sonawane, and Prof. K.G.Vasave. and Mrs. S.D. Patil

The NSS is a value based Youth Programme aimed at developing the personality, social consciousness and participation of educated youth in community development by involving themselves in actual field work.

There are two kinds of programmes:

1) Regular Programme which is carried out throughout the year

2) Special Camping programme at the adopted village for seven days

## REGULAR PROGRAMMES
### Orientation Programme
An orientation program has been conducted to welcome & guide the First year NSS volunteers. The program was successfully conducted under the guidance of NSS program officers. Our honorable Principal, have started the event.

### Traffic rule Awareness Programme (01.07.2016)
Helmet awareness Programme was conducted in collaboration with Honda Pvt. Company

### Independence Day & Tree Plantation (15.08.2016)
Independence Volunteering activity & decorations were done by 150 active NSS volunteers and teachers. As part of celebration, 150 saplings of trees were planted inside and outside the campus. Our honorable Principal, have joined the program and planted saplings along with the NSS volunteers.

### State Level Camp
NSS volunteers have participated in inter college NSS camp conducted by NMU, Jalgaon

### NSS Day Celebration
NSS day was celebrated with active NSS volunteers.

### Campus Cleaning (26.09.2016)
Our campus has been made clean & plastic free Campus by 50 NSS volunteers in the Campus Cleaning Programme held on 26/09/2016.

### Youth Awareness Rally (15.10.2016)
Youth Awareness Rally was conducted by our NSS unit to motivate the young generation

### Blood Donation Camp (5.09.2015 & 29.01.2016 & 16.02.2016)
Blood donation camp of the year has been conducted. Hounarable Principal inaugurated the programme. Government Civil Hospital came for collecting the blood. A record of **50 units of blood** was collected.  .