

*Guidelines for the Creation of the*  
**Internal Quality Assurance Cell (IQAC)**  
**and Submission of Annual Quality Assurance**  
**Report (AQAR) in Accredited Institutions**  
*(Revised in October 2013)*



**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

**2013-14**

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

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

AQAR for the year (for example 2013-14)

2013-14

#### I. Details of the Institution

1.1 Name of the Institution

Shri Shahu Mandir Mahavidyalaya

1.2 Address Line 1

Parvati Ramana

Address Line 2

Parvati, Pune

City/Town

Pune

State

Maharashtra

Pin Code

411009

Institution e-mail address

Principal\_ssmmpune@yahoo.in

Contact Nos.

020-24221424

Name of the Head of the Institution:

Dr. Shobha Ingawale

Tel. No. with STD Code:

020-24221424

Mobile:

+91 9422302936

Name of the IQAC Co-ordinator:

Dr. Kishor Girish Nawale

Mobile:

+91 9922932593

IQAC e-mail address:

iqac@shahucollegepune.org

1.3 NAAC Track ID (For ex. MHC0GN 18879)

OR

1.4 NAAC Executive Committee No. & Date:

EC/55/RAR/085 Dated 27/03/2011

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

1.5 Website address:

www.shahucollegepune.org

Web-link of the AQAR:

www.shahucollegepune.org/IQAC.aspx

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B++	80-85%	2004	07/01/2009
2	2 <sup>nd</sup> Cycle	A	3.03	2011	26/03/2016
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

12/07/2006

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

2013-14

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 2011-12 submitted to NAAC on 29/12/2012
- ii. AQAR 2012-13 submitted to NAAC on 07/10/2015
- iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

1.10 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

University of Pune

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

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

UGC-COP Programmes

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

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and  
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held 04

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

Non-Teaching Staff  Alumni  others

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

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

1. National Seminar organized on the theme “Tools and Techniques of Research Methodology”.
2. NET/SET Workshop organized by the department of Commerce
3. NET/SET Workshop organized by the department of Economics
4. NET/SET Workshop organized by the department of Marathi
5. NET/SET Workshop organized by the department of English
6. Workshop on ‘Restructuring of Syllabus of the subject Banking and Finance and M.Com Part-II
7. 10 days workshop on ‘Tally ERP.9
8. Workshop on ‘Restructuring of syllabus of the special and general subjects of Political and Public Administration’
9. Workshop organised on the topic ‘Un organized labour’
10. Workshop organized on the topic ‘Mahila Sablikaran’
11. Workshop organized on the topic ‘Stree Brunhattya’.
12. Workshop organized on the topic ‘Mahila Sablikaran’.

## 2.14 Significant Activities and contributions made by IQAC

During the academic year IQAC played an active contribution in planning, development and supportive role in implementation. IQAC has one to one meeting with all the departments and various committees towards the planning, discussion, development and support in implementation of their activities. To implement various activities and programmes, Principal of the college in the IQAC meeting established 37 committees of faculty members at the beginning of the year and took feedback frequently during the academic year.

- Contribution towards discussion and implementation of best practices (innovative programmes) to be implemented in the college for the overall development of students. In this, IQAC called meeting of all faculty members to discuss the best innovative practices which would be implemented during the academic year. Accordingly, two major practices was discussed and accepted.
- Students upliftment programmes: In this, for the academic year, IQAC committee discussed, guided and supported to implement following programmes to uplift students
  - Conduction of induction programme by all the departments of the college.
  - Send students (department-wise) for various outside intercollegiate competitions and workshops held by other colleges.
  - Arrangement of SET/NET Workshop for post graduate students of Commerce, Economic, Marathi, English.
  - Arrangement of guest lectures on difficult subjects of outside faculties under remedial coaching programme.
  - Department-wise educational tour
  - Arrangement of Short term courses: Spoken English course, Basic Beauty Culture, Tally ERP.9, Flower Decoration, Internet, Book Keeping, Plumbing technology, Food Processing, Soft skill development cell. All these course were Run efficiently and effectively with the help of faculty members.
  - Celebration of days especially: Hindi Bhasha Day, Independence Day, Republic Day, Birth Anniversary of Swami Vivekanand, Geography Day, NSS Day, Youth Festival,
  - Arrangement of programmes to felicitate Sport, NSS, NCC students along with students who secured first three ranks in the college examinations and specific subjects.
  - Successfully implemented and supported ‘Earn and Learn Scheme’ for needy students. it also include support of outside scholarships.

- Arrangement of Competitions: Paper reading competition, film show, Elocution Competition, Mock Parliament competition, Quiz Competition, Essay Writing, Debate Competition, Power Point Presentations
  - Arrangement of VISION Programme
  - Discussion of various activities to be implemented by NSS including 7 days Special Winter Camp
  - Discussion of various activities to be implemented by NCC
  - Arrangement of guest lecture series of Barister Babasaheb Jaykar Vyakhyanmala,
  - Workshop under Vidyarthini Manch, Praud Nirantar Va dnyanvistar Vibhag
  - Remedial Coaching, Competitive examination center, Commerce Laboratory.
- Research activity: In this, IQAC discussed in its meeting about regular lectures in the second semester along with outside experts for inculcating the habit of research in the mind of post graduate students.

In addition to this, IQAC undertook an evaluation of research activities undertaken by college faculties. A report from Academic and Research Coordinator was discussed in the meeting and suggestions were given for increase in the research proposals, articles, Ph.D's. etc to faculty members.

- As suggested and discussed by IQAC , college selected a theme named “LITERATURE AND SOCIETY” for the magazine, faculties explained theme to all the students during the year and collected large number of articles on the theme, afterwards editorial board selected few best articles and printed in the college magazine.
- Discussion was made on the seminars/conferences/workshops organized during the last year and head of departments were suggested to find out themes with the discussion of their faculty members and submit proposals to UGC and BCUD for the sponsorship
- IQAC has urged the faculty members to lay greater attention on extension and sports activities and asked to plan department wise for different activities during the academic year.
- IQAC made discussion of the college research journal named ‘RAJARSHI’ and provided guidance with the consultation of advisory board relating to appointment of peer review committee, its printing and publication ceremony etc. Accordingly; current year volume was published on 5<sup>th</sup> September 2013. It has included research articles relating to commerce, management, social Sciences, Languages and Pure Sciences. It has a separate Advisory Board of renowned experts, College advisory Board and Editorial Committee. The Journal also received recognition from Savitribai Phule Pune University.



- Feed back : Manual feedback for arts and commerce faculties were collected, analysed and communicated to respective faculty
- UGC Proposals were discussed and submitted to UGC for financial assistance.
- Discussed and suggested names of experts to invite for guest lecture in the Staff Academy. Accordingly, during the academic year, Staff Academy arranged 3 lectures for faculty members on different topics 1. Dr. Shivajirao Mohite was invited to deliver lecture on ‘Literature Written by Marathi Saints’, 2. Dr. Chitnis delivered lecture on ‘Investment Planning’ and 3. Dr. Yashodhan Mithare guided faculties on the topic ‘Documentation of IQAC Committee for NAAC purpose’. In addition to this college faculty members also gave lectures of their interested topic to all other faculty members. It helped to enrich the knowledge of faculty member on topics which they did not have in depth knowledge.
- Discussed and supported for arrangement of workshops for students: Accordingly;
  - Workshop was arranged on the topic ‘Un organized Labour’ on 30/01/2014.
  - 3 days guest lecture series in the name of Barister Babasaheb Jaykar during the period from 11<sup>th</sup> December 2013 to 13<sup>th</sup> December 2013. During the series 3 eminent personalities for three days were invited. 11/12/2013, Dr. Shamsuddin Tamboli expressed views on the topic ‘Yashaswi Jivanachi Gurukilli. On 12/12/2013, Dr.Varsha Todmal expressed views on the topic ‘Sanskaratun Vyaktimatva Vikas’ and on 13/12/2013 Dr. Kailas Sonavane spoke on ‘Bharatatil Samaj: Tarunansamoril Avhane’.
  - **Workshop** was conducted on 19/10/2013 in the college seminar hall on the topic ‘Mahila Sablikaran’. Two eminent personalities Prof. Vijaya Sarode and Shri Ramesh Chavan were invited to deliver thought on ‘Mahila Sablikaran’. Prof. Vijaya Sarode expressed her views on Mahila Netrutwa whereas Ramesh Chavan spoke on ‘ Thoughts about Women’.
  - **Workshop** was held on 30/01/2014 on the topic Unorganized Labour. Two eminent personalities were invited to deliver the session. Amongst theme Shri Uddhav Dhumale spoke on ‘Problems of Unorganized Labour’ and Advocate Sharada Wadekar expressed her views on ‘Laws relating Unorganized Labour’.

## 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
<ul style="list-style-type: none"> <li>Academic Calendar</li> </ul>	<ul style="list-style-type: none"> <li>Academic Calendar was prepared at the beginning of the year in consultation with Principal and all faculty members.</li> </ul>
<ul style="list-style-type: none"> <li>Induction programme</li> </ul>	<ul style="list-style-type: none"> <li>Induction programme was asked to conduct by each department by the IQAC which include through information of syllabus, library facilities, campus facilities, Co-curricular and extension activities.</li> </ul>
<ul style="list-style-type: none"> <li>National Seminar on the topic ‘Tools and Techniques of Research Methodology’ was planned in the department of Commerce.</li> </ul>	<ul style="list-style-type: none"> <li>National seminar conducted successfully on 27<sup>th</sup> &amp; 28<sup>th</sup> September 2013. It has been attended by more than 100 teachers from all over India and presented research papers in the seminar. College published all the presented papers in the proceeding having ISBN.</li> </ul>
<ul style="list-style-type: none"> <li>Feed back on Teaching</li> </ul>	<ul style="list-style-type: none"> <li>Feedback forms were collected from UG students and the analyzed feedbacks were communicated to respective faculty members.</li> </ul>
<ul style="list-style-type: none"> <li>Review of faculty members relating to Career Advancement Scheme (CAS)</li> </ul>	<ul style="list-style-type: none"> <li>Review of faculty members relating to Career Advancement Scheme was done in the meeting and accordingly faculties were planned to send for refresher/orientation courses.</li> </ul>
<ul style="list-style-type: none"> <li>Collection and verification of Annual Performance Appraisal Forms.</li> </ul>	<ul style="list-style-type: none"> <li>At the end of the year Performance Appraisal forms were collected, scrutinized and accepted by the IQAC.</li> </ul>
<ul style="list-style-type: none"> <li>Organisation of collegiate and intercollegiate sports events.</li> </ul>	<ul style="list-style-type: none"> <li>College organized inter-collegiate sports competitions mentioned below</li> </ul>

	<ul style="list-style-type: none"> <li>– Archery:- Pune University Zonal Archery Competition (boys &amp; Girls)</li> <li>– Archery: Pune City intercollegiate Archery Competition (boys &amp; Girls)</li> <li>– Ball Badminton:- Pune City Intercollegiate Ball Badminton Competition (boys &amp; Girls)</li> <li>– Handball Competition:- Invited Intercollegiate Handball Competition (Boys).</li> <li>– Ball Badminton:- Invited Intercollegiate Ball Badminton Competition</li> </ul>
<ul style="list-style-type: none"> <li>• Promotion of Research among the faculty and students.</li> </ul>	<ul style="list-style-type: none"> <li>• The involvement of faculty in research was satisfactorily enhanced. Most of the faculty members have registered for Ph.D and few of them submitted their Minor research projects to UGC and BCUD of affiliating university (Pune University).</li> <li>• College has published Research Journal named ‘Rajarshi’ An International Refereed Research Journal having ISSN-2320-5881 in which faculty of the college and outside the college has submitted their research articles for publication.</li> <li>• Post Graduate students of the college (Commerce, Economics, Marathi &amp; English) were guided and asked to project Report based on field work under the guidance of respective faculty members.</li> </ul>
<ul style="list-style-type: none"> <li>• Organisation of extension activities and student festivals</li> </ul>	<ul style="list-style-type: none"> <li>• Department of Commerce:- Organized guest lectures on ‘Career opportunities for commerce student’ and of difficult subjects especially of Cost &amp; Works</li> </ul>

	<p>Accounting, Taxation and Economics of outside experts and eminent faculties.</p> <ul style="list-style-type: none"> <li>• Department of Hindi:- Celebrated ‘Hindi Bhasha Day’ by organizing Essay Writing and Poem reading competitions.</li> <li>• One day work shop was arranged at the department of Political and Public Administration on the theme ‘Un organized Labour’</li> <li>• Department of Geography:- Celebrated Geography Day with the lectures on the theme ‘family Welfare Programme’.</li> <li>• Department of BBA &amp; BCA:- ‘VISION – 2014 PROGRAMME’ celebrated by organizing 12 different types of competitions.</li> <li>• Tree Plantation Programme</li> <li>• NSS Day</li> <li>• NSS Special Winter Camp</li> <li>• Yuvak Mahotsav- 2014</li> <li>• NSS Prize Distribution Ceremony</li> <li>• Sports Day celebrated by felicitating sports students who secured medals in various competitions.</li> <li>• Earn and Learn Scheme</li> <li>• Organised 3 days guest lecture series in the name of Barishter Babasaheb Jaykar Vyakhyanmala</li> <li>• Two Workshops under Praudnirantar Va Dnyanvistar Vibhag</li> <li>• Guest lecture Series under Remedial Coaching Course</li> <li>• Competitive Examination center arranged</li> </ul>
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	<p>lectures during the whole academic year</p> <ul style="list-style-type: none"> <li>• Vidyarthini Manch organized Two workshops on the theme ‘issues of Child Abortion’ and ‘Mahila Sablikaran’</li> </ul>
<ul style="list-style-type: none"> <li>• Study Tour/Industrial Visits for Student</li> </ul>	<p>Study tours was arranged by the following department during the academic year</p> <ul style="list-style-type: none"> <li>• Department of Commerce</li> <li>• Department of Marathi</li> <li>• Department of Geography</li> <li>• Department of Economics</li> <li>• Department of BBA &amp; BCA</li> <li>• Department of Political and Public Administration.</li> </ul>
<ul style="list-style-type: none"> <li>• NET/SET Workshop</li> </ul>	<p>NET/SET Workshops were organized of the following subjects ‘Marathi, Economics, English and Commerce’ for the students of post graduation.</p>
<ul style="list-style-type: none"> <li>• Workshop on Syllabus Restructuring</li> </ul>	<ul style="list-style-type: none"> <li>• One day workshop in association with University of Pune was arranged of the subject BANKING AND FINANCE AND M.COM PART-II’</li> <li>• One day workshop in association with University of Pune was arranged of the subject ‘Political and Public Administration’</li> </ul>
<ul style="list-style-type: none"> <li>• Annual Magazine on particular theme</li> </ul>	<p>Theme based Annual Magazine of the college named “RAJARSHI’ was published. The theme of the magazine was ‘Literature and the Society’</p>
<ul style="list-style-type: none"> <li>• Short Term Courses</li> </ul>	<p>Conducted below short term courses successfully</p> <p>✓ Spoken English Course for the</p>

	<p>department of BBA &amp; BCA</p> <ul style="list-style-type: none"> <li>✓ Soft skill development Course</li> <li>✓ Basic Beauty Culture course</li> <li>✓ Tally</li> <li>✓ Spoken English</li> <li>✓ Flower Decoration</li> <li>✓ Internet</li> <li>✓ Book Keeping and Accountancy</li> <li>✓ Plumbing Technology</li> <li>✓ Food Processing</li> </ul>
<ul style="list-style-type: none"> <li>• Faculty development</li> </ul>	<p>During the year, Staff academy organized 3 lecture for faculty members on the topics Literature written by Marathi Saints, Investment Planning, Documentation of IQAC for NAAC purposes’</p> <p>In addition to this college faculty members inspired to give lectures as per their interested topic to all other faculty members. It helped to enrich the knowledge of faculty member on topics which they did not have in depth knowledge.</p>

**2.15 Whether the AQAR was placed in statutory body**      Yes

Management  Yes      Syndicate       Any other body

**Provide the details of the action taken**

The AQAR was placed in the meeting of Local Managing Committee for thorough discussion. It was also kept in the meeting of all faculty members invited by principal and the Internal Quality Assurance Cell Meeting. Members of managing committee impressed over the several activities organised by the college during the academic year and suggested more efforts towards research and extension activities during the coming academic year. They also suggested for conduction of national and international seminars by various departments of the college.

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	--	--	--	--
PG	04	--	03	--
UG	04	--	02	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	08	--	08	08
Others	--	--	--	--
<b>Total</b>	16	--	13	08
Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

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

Pattern	Number of programmes
Semester	06
Trimester	--
Annual	02

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
*(On all aspects)*

Mode of feedback : Online  Manual  Co-operating schools (for PEI)

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

College is affiliated to the University of Pune; it follows all the regulations including syllabi of the University. Syllabi are updated regularly after every five years by the Board of Studies of the respective subjects of University of Pune. At the time of restructuring of syllabi, university organizes workshops relating to it. Our college took part in organizing these workshops.

##### 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 Including librarian)	Associate Professors	Professors	Others (Principal)
30	23	05	01	01

2.2 No. of permanent faculty with Ph.D.

09

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
07								07	

2.4 No. of Guest and Visiting faculty and Temporary faculty

07

07

14

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	03	50	08
Presented papers	03	40	03
Resource Persons	--	01	--

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

To enrich knowledge among students, college faculties took various types of efforts to make teaching and learning innovative. Along with regular lectures, faculties tried their level best to keep students busy in various innovative processes mentioned below

- Organized guest lectures of outside faculties to provide guidance relating to practical subjects, difficult concepts relating to statistics, taxation, Costing etc.
- Practical demonstrations, internal assessment of students.
- Training of ‘Tally ERP9’ for all the students of F.Y. B.Com in which both theory and practical sessions in commerce computer laboratory were taught by outside experts and faculty members.
- Teaching learning with the help of charts/posters and exhibition of posters/charts. Practical teaching and learning with the help of commerce laboratory where various Journals, files which include various forms of income tax, sales tax, company registration, partnership,



cooperative society, costing statements, audit reports, news paper cuttings has been collected and kept in files. This helps students to get practical experience about various forms and charts used in commerce.

- College has separate Principal appointed committee named 'Soft Skill Development Cell' and committee of 'Elocution, Debating, and Essay writing' where students guided about various activities relating to it.
- Department of Psychology organized film show relating to psycho diseases and dramas relating to Psychology to understand the subject thoroughly. All the practicals and projects were done on actual field information to understand practicals thoroughly. For practical and field experience
- In addition to the regular lecture method, various departments uses audiovisual aids like video films relating to current geographical conditions like Tsunamis, Panama canals, Home Projects etc.
- Power Point Presentations were prepared and shown to the students in regular teaching. This impressed students and enhanced their curiosity in the subject.
- Under the best practices, in addition to the regular semester pattern of curriculum designed by University, department of BBA & BCA has been implementing Comprehensive Development Programme called as 'CDP' for all the classes of students. In this programme Internal marks were given on the basis of compulsory Poster preparation and presentations, Power Point Presentation, Seminar on the syllabus topic, Home assignment, Innovative Assignment, Attendance in each and every lecture & practical, Students behaviour in the college, Minimum participation in any four event during every semester etc. This internal programme was explained in the induction programme and implemented in every semester. This internal assessment programme helped to keep students busy with variety of educational activities and finally it resulted in good performance in the annual examination.
- Department conducts Six days 'VISION Programme' for the overall development of students of BBA & BCA. Most of the curricular and co-curricular competitions were held during these days. Effort to observe that each and every student must take part in at least 4 activities/competitions held in the VISION Programme. Accordingly; department conducted various competitions. They were 'Explore Your Talent Competition, Elocution Competition, Quiz Competition, Business Guru mantra, Group Discussion, Mad Add Show, Brilliant Brigade, Best from Waste, Colour Yourself, Street Play, Cook without Gas and outdoor

Games etc. In each competition first three ranks were found out and prized in the form of certificate and stationary item.

- Industrial/Field Visits: Practicals are made compulsory in the curriculum by the University; accordingly, department faculties arranged Industrial visits, study tour visits etc during the year.
- Arranged Remedial coaching to bridge the gap of difficult concepts and chapter in various subjects as most of our students are from slum, rural, weaker and backward areas.
- Home assignments of each subject were given.
- Educational Film shown to students.
- Organized workshops on various particular themes to receive in-depth information.
- Students were also guided and send to outside colleges for various seminars, workshops and competitions.
- College implemented short term courses, in which students were provided both theoretical and practical exposures.

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

223
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**2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)**

- Affiliating University has initiated Bar coding of Answer sheets for examinations. The same has been effectively implemented by the college.
- At the beginning of the academic year, evaluation process was made known to students in the induction programme.
- M.Com, M.A. courses follows credit system from the current academic year. Hence, students were assessed and evaluated continuously with the help of assignments, Tutorials, Power point presentations, Group discussions, practical projects, regular attendance, mid semester examinations, tests etc.
- Centralized system of examination is developed for conducting all internal examinations of arts and commerce faculty including credit system. Examination committee prepares a common examination time-table to conduct Term-end examination for all subjects in arts and Commerce faculty.
- Photocopy of answer sheet was provided to desired students as per the norms of university.

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

04	04	07
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**2.10 Average percentage of attendance of students**

83%
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**2.11 Course/Programme wise distribution of pass percentage:**

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Com.	305	2%	16%	16%	21%	4%
B.A.	98	3%	23%	20%	14%	8%
BBA	7	-----	-----	57%	-----	14%
BCA	22	5%	23%	41%	23%	-----
M.Com.	23	4%	39%	21%	8%	4%
M.A. English	12	-----	8%	25%	8%	8%
M.A. Economic	34	3%	26%	59%	-----	-----
M.A. Marathi	08	13%	13%	50%	13%	11%

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

1. At the beginning of the year, Academic Calendar of proposed activities to be executed was prepared and follow-up and support is provided while implementing the calendar programmes.
2. Provided guidance and suggestions for remedial coaching course.
3. IQAC invited meetings of all the concerned departments and Principal appointed committees at the inception of the academic year where discussion were made one to one basis by considering the aim, vision, objectives relating to academic, curricular, co-curricular and extra-curricular activities. Departments and committees were asked to prepare various plans which includes teaching plan (Tem/semester wise), curricular, co-curricular and extra-curricular activities plan which was discussed in the IQAC meeting and as per the suggestion of both i.e. concerned department and IQAC. These plans were checked by the concern head of the department.
4. Monitoring teaching learning process: In this, IQAC with the consultation of Principal has appointed a committee of senior faculties of the college. This committee visited and attended lectures of teachers who has been teaching experience of less than 10 years. Accordingly, a confidential report was prepared and submitted to the principal. Both

positive and negative, lacunas in teaching were explained to the concerned teacher to improve further. In addition to this committee also take opinion of students randomly from classes without the presence of teaching faculty and submitted the report to principal which included students opinion and expectation about teachers.

5. Feed back: Students feedback on teachers is one of the important way to bring improvement in teaching and learning. Considering the fact, IQAC has formed a committee to prepare feedback forms. Accordingly, committee prepared forms 1) Students feedback on teachers, 2) Campus feedback from Students 3) Course feedback from students. These forms were prepared by inculcating different aspects of teaching, teachers behaviour on four point scale These forms were filled by students and submitted to feed back committee which was analyzed and communicated, negative or positive to the concerned teacher through the head of the department.
6. IQAC promoted faculty towards the use of ICT in teaching and learning process.
7. IQAC provided guidance and suggestions for organization of Parent-Teacher Meeting.
8. IQAC discussed and guided heads and faculty members of various departments for registration for Ph.D and presentation of research papers in state, national and international seminars and conferences.
9. Inspired faculty members to one day college level work shops and seminars at the national and state levels.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	03
UGC – Faculty Improvement Programme	02
HRD programmes	--
Orientation programmes	02
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	04
Others	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	14			08
Technical Staff				01

## **Criterion – III**

### **3. Research, Consultancy and Extension**

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

For the promotion of Research climate in the institution, IQAC has taken following initiatives:

- IQAC has in consultation with college Principal, appointed a research committee to guide and support for applying grants. Thus, Faculties were promoted to submit proposals for Minor and Major research projects to BCUD and University Grants Commission.
- College has a separate Academic and Research Coordinator appointed as per the norms of University of Pune who promoted and inspired faculty member and students relating to various types of research activities.
- IQAC encouraged those faculty members who are undergoing Ph.D or M.Phil to take the guidance from their departmental colleague and also those faculty members who has completed Ph.D to take recognition as Ph.D guide.
- To inculcate the knowledge and habit of research in the mind of students of post graduation (Commerce, Economics, Marathi & English), faculties taught theoretical aspect of research in depth and accordingly asked students to prepare project report based on field work which include all important concepts of research along with practical base.
- IQAC supported and guided in the process of publication of college Research Journal named ‘Rajarshi’ An International Refereed Research Journal having ISSN in which faculties of the college and outside the college promoted to send their research articles for publication. The collected articles were peer reviewed from the review committee appointed by the IQAC in consultation of Principal of the college.
- Inspired, guided and send students and faculties for Participation in Research activities named ‘Avishkar’, ‘Com-search’ for students and ‘Innovation’ for teachers organized by University of Pune:
- Inspired and promoted faculty members to write and present research articles in the national and International seminars and conferences and Journals, College provides brochures and pamphlets relating to it in the college staffs file regularly. This helps faculties to write and present research papers in various seminars, conferences and journals. College sanctions duty leave of faculty member for attending and presenting research papers in the seminars and conferences.

### 3.2 Details regarding major projects

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

### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	04	NIL	NIL
Outlay in Rs. Lakhs	NIL	430000	NIL	NIL

### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	06	06	NIL
Non-Peer Review Journals	01	06	NIL
e-Journals	NIL	NIL	NIL
Conference proceedings	09	18	NIL

### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	NIL	NIL	NIL	NIL
Minor Projects	2 Years	UGC & BCUD	195000	208845
Interdisciplinary Projects	NIL	NIL	NIL	NIL
Industry sponsored	NIL	NIL	NIL	NIL
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total			195000	208845

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from N.A.

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

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	NIL	01	NIL	03	NIL
Sponsoring agencies	NIL	UGC		University of Pune	NIL

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

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	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL



**3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year**

Total	International	National	State	University	Dist	College
14	NIL	NIL	NIL	14	NIL	NIL

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

01  
07

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

03

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

JRF  SRF  Project Fellows  Any other  01

3.21 No. of students Participated in NSS events:

University level  200 State level  01  
National level  NIL International level  NIL

3.22 No. of students participated in NCC events:

University level  45 State level  05  
National level  NIL International level  NIL

3.23 No. of Awards won in NSS:

University level  02 State level  NI  
National level  NI International level  NI

3.24 No. of Awards won in NCC:

University level  10 State level  02  
National level  NI International level  NI

3.25 No. of Extension activities organized

University forum  College forum   
NCC  10 NSS  28 Any other  NI

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

- Industrial Visits/Study tours were arranged by Department of Commerce, Marathi, Geography, Economics, BBA & BCA, Political and Public Administration.
- Department of commerce organized guest lectures series of three days on the topic ‘Career opportunities for Commerce Students’
- Department of Hindi: As per the discussion in the meeting of IQAC, Department of Hindi celebrated ‘Hindi Bhasha Day on 14<sup>th</sup> September 2013. On this occasion, department conducted Essay writing and Poem reading competitions.
- Psychology Department: shown two films based on Psycho disease and dramas named ‘Nakalat Sare Ghadale’ during the academic year.
- Department of Political Science and Public Administration:
  - Organised a workshop on the topic ‘Unorganized Labour’.
  - Send departmental students for participation in elocution competitions, Mock Vidhan Sabha/Loksabha etc.
- Department of Geography celebrated ‘Geography Day’ by arranging a programme on the theme ‘Family Welfare Programme’.
- Department of BBA & BCA:
  - Department organized a course of ‘Spoken English’ for new entrants of BBA & BCA as most of the students admitted in this professional course are from slum, poor and Marathi medium areas. It was conducted after the regular lectures. The duration of the course was 45 days.
  - Department conducted Six days ‘VISION Programme’ for the overall development of students of BBA & BCA. Most of the curricular and co-curricular competitions were held during these days. Department takes the effort to observe that each and every students must take part in at least 4 activities/competitions held in the VISION Programme. Accordingly; department conducted various competitions. They were ‘Explore Your Talent Competition, Elocution Competition, Quiz Competition, Business Guru mantra, Group Discussion, Mad Add Show, Brilliant Brigade, Best from Waste, Colour Yourself, Street Play, Cook Without Gas and outdoor Games etc. In each competition first three ranks were found out and prized in the form of certificate and stationary item were given to students at the concluding ceremony of the programme.

- Industrial visits are made compulsory in the curriculum by the University; accordingly, department faculties arranged a programme of Industrial visits. During the year students visited Katraj Doodh Dairy, Maratha Chamber of Commerce, MDH Masala at Kondhwa, Industries located in MIDC area of Pimpri Chinchawad and Ambegaon areas. These visits helped students to receive actual field work experience and knowledge of corporate world.
- NCC Unit took enthusiastic participation in below social and extension activities: During the academic year NCC cadets took part in 07 camps organised by Maharashtra BN NCC and others all over India. In addition to this cadets participated in below social and extension activities.
  - Blood Donation: 09 Cadets donated their blood voluntarily to the Blood Bank on the occasion of Birth Day Ceremony of Hon’ble Annasaheb Patil General Secretary of A.B.M.S. Parishad on 10/09/2013.
  - Tree Plantation Programme: This programme was organized on the accession of Birth Day Ceremony of Hon’ble Annasaheb Patil, General Secretary of A.B.M.S. Parishad on 10/09/2013. All NCC Cadets took participation in tree plantation programme.
  - Traffic Duty: 35 cadets of the college worked as Traffic Warden during the Ganapati Festival under Dattawadi police station during the period from 13/09/2013 to 18/09/2013.
  - Guest lecture was arranged for the NCC Cadets on the topic ‘Job Opportunities in Armed Forces’ of Retired Col Praful Pawar on 19/08/2013.
  - Cross Country: Inter BN Cross Country was organized by Group Head Qtr. NCC Pune on 04/09/2013 where 13 cadets of the college participated.
- College NSS Unit sent NSS Volunteers to various camps and projects organised by the College, University and outside social events/programmes.
  - **One** NSS Volunteer was sent to attend ‘Challenge Camp’ organised by Savitribai Phule Pune University at Nanded during period from 2<sup>th</sup> June 2013 to 11<sup>th</sup> June 2013.
  - **Three** NSS Volunteers were sent with the Dindi from Pune to Pandharpur to a Project named State level ‘Harit Urja Va Kanyaratna Vachava Abhiyan’ during the period from 1<sup>st</sup> July 2013 to 19<sup>th</sup> July 2013.
  - **Eight** Students were sent to Univeristy of Pune for the project named ‘Tree Census Project’ on 12<sup>th</sup> July 2013.

- **63** NSS Volunteers were sent to take part in rally ‘ Road Safety abhiyan’ organised by Pune Police on 5/1/2014.
- **65** NSS Volunteers were sent to a programme named ‘one day for farming and for farmers help’. The programme was held at Vinzar, Taluka Velhe. Under the programme NSS Volunteers did Rice Plantation. Volunteers understood the values of farming, its efforts, work and farmers actual financial and social condition.
- On the occasion of ‘2013- Year of Electoral Rolls’, NSS Volunteers filled the forms for electoral list.
- **35** NSS Volunteers became ‘Police Mitra’ and helped Police Department to take care of public to maintain discipline during Ganpati Festival in the month September 2014.
- Kumari Arati Pukale received Best NSS Volunteer Award from University of Pune on 6/9/2013.
- On 10<sup>th</sup> September, Blood Donation Camp and tree plantation camp was arranged on the occasion of Birth Day of Annasaheb Patil. In this 76 volunteers donated blood.
- 76 NSS Volunteers were sent to a rally initiated from S.P. College to Shanivarvada on the occasion of Swami Vivekanand birth anniversary on 11/09/2013.
- NSS Volunteers were sent to take participation in a workshop named ‘Self Defence Training Programme’ organized by S.P. College, Pune on 09/02/2015.
- 10 NSS Volunteers participated and attended a workshop on ‘Value Education and Successful Personality Development’ organized by MIT College on 16<sup>th</sup> August 2013.
- 06 NSS Volunteers participated and attended a workshop on ‘Increasing Harrassment & Violation of Women’s Rights Problems & Solutions’ organized by MIT College on 16<sup>th</sup> September 2013.
- **42** Volunteers participated in Two Days ‘Disaster Management Training Camp’ Organised by Nagari Sanrakshan Dal Pune during 26<sup>th</sup> August to 30 August 2013.
- On 22<sup>nd</sup> July 2013, all NSS Volunteers organized a programme on the occasion of ‘Guru Pournima’ to provide feeling about love, affection and knowledge towards teachers of the college.
- Tree Plantation Programme was organized by NSS Volunteers on the occasion of birth day of Shri Ajitdada Pawar, Vice President of A.B.M.S Parishad, a parent institution of the college. Most of the Volunteers took active part in this programme.
- Teacher’s day was celebrated by NSS Volunteers on 5<sup>th</sup> September 2013.

- 4 girl students were sent to attend a camp named ‘Mahila Sanrakshan Course’ which was organized by university of Pune from 2/9/2013 to 8/9/2013.
- On 24<sup>th</sup> September 2014 ‘NSS Day’ was celebrated in the college. For guidance to Volunteers, college invited Dr. Prabhakar Ghodake as chief guest.
- **200** NSS Volunteers took active part in the Independence Day celebration organized by the college.
- NSS Volunteer Kumar Khetaram Tulshiram Solanki was selected for the Parade at Mumbai on the occasion of Republic Day on 16/01/2014.
- Seven days ‘Special Winter Camp’ was organized at/ post-Kondhur, Tal- Mulshi, Dist- Pune during the period from 14<sup>th</sup> December 2013 to 20<sup>th</sup> December 2013. Total 95 NSS Volunteers actively participated in the camp. The camp was inaugurated at the hands of Shri. Sunil Chandere, Principal of the college and faculty members of the college. During the Camp period Volunteers performed various social work i.e. Road Widening, School building colouring, Village cleanliness with the help of villagers and organized various social programmes which include (Andhashraddha Nirmulan) *abortion of superstitious*, lectures of experts on social issues, group discussion, Cultural Programmes etc.
- A week programme named ‘Yuvak Mahotsav – 2014’ was organized by the college NSS Unit on the occasion of Birth Anniversary of Swami Vivekanand during the period from 13/01/2014. It was inaugurated at the hands of Shri Swami Krupadhananand Maharaj.
- Department of Physical Education supported student in the form of training facility and, made available required instruments etc. due to this students could take part in various competitions held at the interclass, intercollegiate, university, state, national and International level. In addition to this Department of Physical Education has also organized inter-collegiate sports competitions mentioned below
  - Archery:- Pune University Zonal Archery Competition (boys & Girls)
  - Archery: Pune City intercollegiate Archery Competition (boys & Girls)
  - Ball Badminton:- Pune City Intercollegiate Ball Badminton Competition (boys & Girls)
  - Handball Competition:- Invited Intercollegiate Handball Competition (Boys).
  - Ball Badminton:- Invited Intercollegiate Ball Badminton Competition
- During the year, Staff academy organized 3 lectures for faculty members on the topics ‘Literature written by Marathi Saints, Investment Planning, Documentation of IQAC for NAAC purposes’. In addition to this college faculty members inspired to give lectures as per

their interested topic to all other faculty members. It helped to enrich the knowledge of faculty member on topics which they did not have in depth knowledge.

- ‘Earn and Learn Scheme’ has been implemented successfully. During the academic year 44 students were admitted and worked in various departments of the college
- College organized 3 days guest lecture series in the name of Barister Babasaheb Jaykar during the period from 11<sup>th</sup> December 2013 to 13<sup>th</sup> December 2013.
- Marathi Literature Association was inaugurated on 20/09/2013. Students prepared posters on the theme on the thoughts of Dr. Narendra Dabholkar. In addition to this the association sent students to attend Akhil Bharatiya Marathi Sahitya Sammelan, Saswad during the period 3/01/2014 to 05/01/2014.
- Students of the department of Marathi were sent to All India Marathi Sahitya Sanmelaan at Saswad on 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> January 2014.
- **College successfully implemented and completed 8 short term courses. They were a** course of Spoken English, Basic Beauty Culture, Tally ERP. 9, Flower Decoration, Internet, Food processing, Plumbing Technology, Basic Book Keeping.
- Department of elocution, Debate, Essay Writing conducted competitions in the college and also send students to participate in intercollegiate competitions held by other colleges.
- The department of Adult Continuing Education and Extension organized two workshops.
  - **First workshop** was conducted on 19/10/2013 on the topic ‘Women Empowerment’. Two eminent personalities Prof. Vijaya Sarode and Shri Ramesh Chavan were invited to deliver thought on ‘Women Empowerment’. Prof. Vijaya Sarode expressed her views on ‘Satyashodhak Women’s Leadership’ whereas Ramesh Chavan spoke on ‘Thoughts about Women’.
  - **Second Workshop** was held on 30/01/2014 on the topic Unorganized Labour. Two eminent personalities were invited to deliver the session. Amongst theme Shri Uddhav Dhumale spoke on ‘Problems of Unorganized Labour’ and Advocate Sharada Wadekar expressed her views on ‘Laws relating Unorganized Labour’  
More than 150 students of the college attended both workshops along with faculty members of the college.
- Maharashtra Vivek Vahini Center of the college organized programmes on the topics Superstition and Scientific approach, Jadutona Vidhayak, Thoughts of Swami Vivekanand etc.

- During the academic year department of Nature Association and Education Tour arranged a programme of slide show of 'Nature and its impact' for students and explained the aim and objective of Nature association department. A visit to Pachgaon Nisarg Mandal was paid by students and faculty members. A lecture of expert faculty Prof. Pravin Gaikwad, S.N.D.T Mahila Mahavidyalaya, Pune was arranged on the topic 'Bio-Diversity'. On 28<sup>th</sup> February 2014 students visit was arranged at Simala Office on the occasion of 'Science Day' where students shown various instrument of environment (Weather) measurement.
  - During the year, Ten Days, 40 hours programme of soft skill was organized by the college for last year students of B.Com and B.A. 22 students were selected for the programme. Programme taught various aspects like communication skills, interview skills, conflict resolution and negotiation skills, personal effectiveness, problem solving skills, strategic thinking, team building skills, Pronunciation and sentence construction, etc were taught in the 10 day training programme. In addition to this, after the completion of the programme, few students were sent for the interview in various BPO's in the city.
  - Students of cultural department of the college participated and performed in various competition organized by the other colleges.
  - Competitive examination centre provided guidance to students about various examinations such as MPSC, UPSC, NET/SLET, Bank Examinations etc.
  - Women Grievances and Redressal Cell was established during the year as per the government guidelines and programmes of creating awareness and avoid or reduce grievances were organized by the cell.
  - Vidyarthini Manch: Vidyarthini Munch organized a programme for girls to built girls personality development. One day workshop was organized on 18/1/2014 on the theme Female Child Abortion. On the occasion of 'Youth Festival' celebrated in the college, where under this, Manch celebrated the festival by arranging a camp of 'Testing Haemoglobin of girls' in association with Kashibai Nawale Hospital. 100 girls tested their haemoglobin in this camp. Afterwards girls were guided about problems of deficient Haemoglobin in the blood and suggested about needed food to improve haemoglobin.
- A workshop was also held on the topic 'Mahila Sablikaran' Dr. Lila Vedpathak was invited to deliver lecture. 65 girls and 10 teaching faculties participated the workshop. on 8/3/2014, on the occasion of Mahila Din, Vidyarthini Manch arranged a lecture on the topic 'Diet' for good health.

## 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	67 Acres			67 Acres
Class rooms	23			23
Laboratories (Computer-3, Psychology-1, Geography-1)	05		UGC & Institution	05
Seminar Halls	02		UGC & Institution	02
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	06	04	UGC & Institution	10
Value of the equipment purchased during the year (Rs. in Lakhs)	04	05	UGC & Institution	09
Others	10	02		12

#### 4.2 Computerization of administration and library

##### Administration:

College Administrative office is fully computerized. All work is done through computer. Each employee has allotted a separate computer. As on the date there are 15 computers including server with latest configurations, 08 printers, 02 Reprographic Machines, 02 Scanners. Other than office there are 15 computers allotted to various departments. They are at NSS, NCC, UGC Network Resource Centre, Principals office, IQAC office, Gymkhana, Commerce Laboratory, Commerce Department, Competitive Examination center, Political science department, BBA & BCA Laboratory, Marathi Department, Seminar hall, Geography Department, Economics Department, English Language laboratory, English Department, Psychology Department, Cultural Center, Library etc.

**AVAILABLE SOFTWARE:** 1) Vridhhi-for office and library; 2) Tally ERP9 3) Salary; 4) Library –SLIM Software; 5) Thumb Impression; 6) BBA & BCA Softwares.

##### Library:

College has separate Library Building. Most of the Library functions are automated during the year with the help of multilingual commercial software-‘Vridhhi’. During the year, library has



added one more special feature of 'Issuing I-card on the same day of admission' with the help of software and newly purchased I-Card generating machine. There are total 07 computers along with Printers and reprographic service. Library has subscribed N List data base of INFLIBNET which has huge collection of e-books and e-journals. Library is member of Developing Libraries Network (DELNET) for accessing worldwide catalogues.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	20880 (Withdrawn collection= 22100-1220 )	2036760 (2052400-15640)	610	109080	21490	2145840
Reference Books	22560	2349000	889	125600	23449	2474600
e-Books	3350	10000	52	5000	3402	15000
Journals	70	42000	05	14500	75	52500
e-Journals (NList database subscribed every year for e-journals and e-books)	18500	10000	45	5000	18545	15000
Digital Database	01	10000	01	5000	01	15000
CD & Video	230	2290	20	300	250	2590
Others (specify) DELNET (Membership for accessing worldwide catalogues)	--	5000		--		5000

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	175 (200-25)	03	Yes	Yes	04	15	08	--
Added	19	--	--	--	--	--	--	--
Total	194	03	Yes	Yes	04	15	08	--

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

- 1) An induction programme of how to access library services effectively was arranged for students of F.Y.B.Com, B.A., BBA &BCA.
- 2) An induction programme for teaching faculties was arranged for effective use of library facilities, especially use of e – journals, digital databases, reference books etc.
- 3) Wi-fi internet facility has been provided in the college campus.
- 4) The technical upgradation of all the computers, applications/antivirus software installed is maintained from Annual Maintenance Contract.
- 5) UGC Network Resource Centre of the college provide internet and computer access to all students at free of cost. In this centre, students use internet facility to collect references and uses if for filling on line examination and admission forms.
- 6) Faculties of BCA arranged workshop under the staff academy and provided the knowledge of e-transactions as per list mentioned below
  - Effective ways of Internet Access
  - Technology relating to Internet
  - E-mail Operations
  - Online operations (E-marketing, E-banking)
  - On line shopping
  - Cyber law and cyber crime

#### **4.6 Amount spent on maintenance in lakhs :**

i) ICT	232525
ii) Campus Infrastructure and facilities	72059
iii) Equipments	515385
iv) Others	NIL
<b>Total :</b>	<b>819969</b>

## Criterion – V

### 5. Student Support and Progression

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

IQAC looked after following activities to enhance awareness about students support services.

- Updated College Prospectus containing detailed information about courses, fee structure, syllabus, faculty, scholarships, academic calendar, campus facilities etc.
- College Website
- Immediate display of important notices on Notice Board
- Parent teacher meetings
- Communication with the students by Students Representative of IQAC about Student Support Services.
- Medical health check up
- Book Bank scheme
- Reading room facility
- Scholarship programme
- Soft skill development programme
- Short term courses
- Industrial visits/study tours
- Earn and Learn Scheme
- Gender sensitization programme

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

IQAC monitors various activities organized by various departments and associations nominated by Principal for the overall development of students in academic, curricular and co-curricular activities. It supports in the form of strategic planning and support to the various departments to carry out activities systematically.

- Formal and informal communication with alumni.
- Record of LC, TC, migration etc.
- Feedback from Alumni.
- Compilation of students data
- Appeal to students to update their details
- Remedial course for weak students

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1831	221	--	--

(b) No. of students outside the state 

06
----

(c) No. of international students 

--
----

Men 

No	%

 Women 

No	%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1229	435	26	307	--	1997	1331	413	28	274	--	2046

Demand ratio 1:1      Dropout 0.93%

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

- Competitive examination centre provided guidance to students about various examinations such as MPSC, UPSC, NET/SLET, Bank Examinations etc. 32 students were admitted for the academic year. To inspire students, college arranged inauguration function which was inaugurated at the hands of Shri Chinmay Pandit & Prasanna Datar both passed IPS UPSC examination in July 2013. They inspired students by giving examples of many of his students along with simple tips to crack examinations. During the year centre arranged lectures of various specialized subjects such as English, Marathi, Indian Economy, Geography, Indian Constitution, Indian social Reformers etc. All these subjects taught from these competitive examination point of view.
- In addition to this Centre has also arranged lecture series on general aptitude, reasoning ability, mathematical aptitude and many other aptitudes required for examinations. Thus 65 lectures on these were arranged by the centre.
- Eminent scholars and faculties from various subjects were invited to guide students of competitive centre.
- In addition to this, centre put up notices/advertisements of vacancies and posts given in news papers. Centre provided reading room facility to students from 7 am to 5 pm along with library facility. The library of the centre has 911 latest updated books of various subjects
- During the year, Seven students have qualified in PSI (MPSC) Preliminary examination, four have appeared for STI examination and other students were appeared for Bank examinations.

- Center has coordinated TEN days NET/SET Workshop for Post graduate students of Commerce, Economics, Marathi, English during the period from 10/02/2014 to 18/02/2014. It was inaugurated at the hands of Dr. Gajanan Rashinkar. 60 lectures were delivered by various invited experienced faculties in this workshop. 7 students were qualified SET/NET examination.

No. of students beneficiaries

143
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#### 5.5 No. of students qualified in these examinations

NET	<table border="1"><tr><td>04</td></tr></table>	04	SET/SLET	<table border="1"><tr><td>03</td></tr></table>	03	GATE	<table border="1"><tr><td>--</td></tr></table>	--	CAT	<table border="1"><tr><td>--</td></tr></table>	--
04											
03											
--											
--											
IAS/IPS etc	<table border="1"><tr><td>--</td></tr></table>	--	State PSC	<table border="1"><tr><td>--</td></tr></table>	--	UPSC	<table border="1"><tr><td>--</td></tr></table>	--	Others	<table border="1"><tr><td>--</td></tr></table>	--
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#### 5.6 Details of student counselling and career guidance

- Counselling at the time of admission of students: College Principal appointed a committee of faculty members to look after counselling and guidance about courses and job opportunities available after the completion of the course at the time of admission.
- At the beginning of the regular lectures, all departments of the college organized induction programme in which a sessions were conducted relating to various career opportunities available for the course. This helps to students to think well in advance to decide about his/her career.
- Department of commerce conducted guest lecture series of expert faculties to provide guidance on the theme ‘Career Opportunities for Commerce Students’.
- Competitive examination centre of the college provided guidance to students about various examinations such as MPSC, UPSC, Bank Examinations etc. Eminent scholars and faculties from various subjects were invited to guide and motivate students of competitive centre. In addition to this, centre put up notices/advertisements of vacancies and posts given in news papers.
- To improve passing percentages in SET/NET examination. College organized a workshop of the said examination for the post graduate students of Economics, Marathi, English, and Commerce between 10/01/2014 to 18/01/2014and provided thorough guidelines about the syllabus and content of the examination. Department invited experts to provide guidance.
- During the year, 40 hours programme of ‘Soft Skills Development’ was organized. 50 students were selected for the programme. Programme taught various aspects like communication skills, interview skills, conflict resolution and negotiation skills, personal effectiveness, problem solving skills, strategic thinking, team building skills, Pronunciation and sentence construction, etc were taught in the training programme and after completion of the programme, few students were sent for the interview in various BPO’s in the city.

- College inspired student to take at least one skill based short term course during the academic year in addition to regular curriculum. This helped students to receive extra skills. Thus during the academic year, college run 08 short term courses.
- In addition to the above, College has a separate students counselling and career guidance cell who helped students to receive employment opportunities in the below named companies.
  1. ICICI Bank
  2. Undusant Bank
  3. Nucon Products Pvt. Ltd.
  4. ASM Group of Institutes
  5. Timeless Learning Tech. Pvt. Ltd.
  6. Forbes Marshall
  7. DIMR – Dnyanesagar Institute of Management & Research
  8. Jaro Education
  9. NIIT- Institute of Finance, Banking & Insurance Training Ltd.
  10. C-DAC
  11. Source Solution Inc
  12. Trizetto Corporation
  13. India Post
  14. P.D.C.C. Bank

Students were also sent to below Employment Camps

1. Pratibha Group of Institute
2. Mahatma Phule Mahavidyalaya, Pimpri
15. Bharatiya Jain Sanghatana’s Arts, Science and Commerce College, Wagholi.

No. of students benefitted

132
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#### 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
13	132	32	---

#### 5.8 Details of gender sensitization programmes

- 1) Department of Psychology shown two films based on Psycho disease and dramas named ‘Nakalat Sare Ghadale’ during the academic year.
- 2) Workshop was organized on the topic ‘Un organized Labour’ on 30/01/2014.

- 3) Department of Geography Celebrated ‘Geography Day’ on the theme ‘Family Welfare Programme’.
- 4) NSS Volunteers were send to take part in ‘Harit Urja Va Kanyaratna Vachava Abhiyan’.
- 5) NSS Volunteers participated and attended a workshop on ‘increasing Harrassement & Violation of Women’s Rights Problems and Solutions’
- 6) NSS girl volunteers were sent to attend a camp named ‘Mahila Sanrakshan Course’ organized by University of Pune.
- 7) College organized 3 days guest lecture series in the name of Barister Babasaheb Jaykar under which experts delivered talk on ‘Sanskaratun Vyaktimatva Vikas’.
- 8) The department of Praudnirantar va dnyanvistar Vibhag organized two workshops in the association with Savitribai Phule Pune University on the topic ‘Mahila Sablikaran’, Mahila Netrutva, Thoughts about Women, ‘Problems of Unorganized Labour’, ‘Laws relating Unorganized Labour’ etc.
- 9) Vidyarthini Munch organized a programme for girls to built girls personality development on the topics ‘need to be self competent by girls’, ‘Stree Bhrunhattya’, ‘Laws relating to Women’ etc.
- 10) Vidyarthini Manch celebrated the festival by arranging a camp of ‘Testing Haemoglobin of girls’ in association with Kashibai Nawale Hospital. 100 girls tested their haemoglobin in this camp. Afterwards girls were guided about problems of deficient Haemoglobin in the blood and suggested about needed diet to improve Haemoglobin.

## 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	493	4411370
Financial support from other sources	655	1474030
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

College has a separate Principal nominated committee of faculty members named 'Grievances Redressal Cell. The committee organized a programme to create awareness and avoid grievances of college students. Dr. Shila Thite was invited for the guidance and also put up posters relating to women grievances and redressal at many places of the college to create awareness about it. During the academic year, Cell has invited grievances/ issues from students, installed suggestion boxes and checked regularly. However, cell did not receive any complaint from students.



## **Criterion – VI**

### **6. Governance, Leadership and Management**

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

##### **Vision Statement of Shri Shahu Mandir Mahavidyalaya**

- To serve the needs of society in general and the downtrodden in particular by imparting knowledge and developing skills and attitudes.
- To inculcate in students values of life so that they emerge as useful citizens and fully-developed individuals.

##### **Mission Statement of the college**

‘To empower the socio-economically and academically backward students through quality and value based education’

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

Yes, the college has been taking the help of ‘Vridhhi’ Package for management information system. With the help of this package, college has been managing most of the manual work. It includes online admission process, Examination process, Accounting documents, library services and many works related to administration.

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

##### **6.3.1 Curriculum Development**

College is affiliated to Savitribai Phule Pune University. Hence Curriculum framed by the university is followed and implemented by the college. In fact, Curriculum framing is not under the direct control of the college. However, college faculty members contribute in syllabus restructuring work of University of Pune in the form of member of BOS, subject expert, members of syllabus restructuring committee etc. During the academic year as per the directives of University of Pune, college has organized two workshops relating to syllabus restructuring where faculties and subject experts from different colleges were invited and discussion were made as per the current requirement and submitted the proposed restructured syllabus of subjects to University of Pune for further sanctioning. In addition to this college encouraged its teachers to contribute to the curricular development workshops organized by various outside colleges in the curricular designing process of the University.

### 6.3.2 Teaching and Learning

The College has been putting continuous efforts towards the improvement of quality in teaching and learning through:

- a) At the inception of the academic year, each department of the college sets its quality objectives related to results, curricular, co-curricular and extra-curricular activities for the academic year. Teachers committee appointed by the Principal prepares time-table which coordinates among all departments' faculties considering the efficient utilization of college infrastructure. Efforts are made to share resources among various departments.
- b) Teaching Plan: Teachers of each department prepare their term/semester wise teaching plans of subjects they teach. These plans are checked and the implementation of the plan is verified by the concerned head of the department.
- c) IQAC in its meeting takes review at the inception and end of every end of the semester/term. Accordingly IQAC prepares a composite academic calendar of the college.
- d) Unit tests, group discussions, power point presentations are conducted and assignments are issued to students regularly as per the scheduled plan.
- e) Most of the departments try to provide outdoor learning exposure by means of educational trips and visits to industries.
- f) Remedial coaching is an important initiative to bridge the gap of difficult concepts and chapters in various subjects as most of our students are from slum, rural, weaker and backward areas. Therefore this remedial coaching helps these students to understand concept at more comfortable level. During the year 23 lectures were arranged on difficult topics.
- g) To understand what the students have learnt in the classroom, following activities are provided:
  - Students are motivated and inspired to take participation in the various inter-collegiate events, elocution competition, Group Discussions, poster competitions, Essay writing completion, Rangoli competition, Quiz Competition, Business Guru Mantra, Mad add, Best from waste etc.
  - Seminars, poster exhibitions, group discussions, power point presentations, tutorials etc.
  - Explaining a project work and report writing exercises.
- i) Students' feedback on teachers is one of the important means to bring improvement in Teaching-Learning process. IQAC with the help of specific appointed committee by the

Principal prepares questionnaire, keeping in view the points for improvements in different aspects of teaching and teachers behaviour on four-point scale. Student's feedback is conducted annually. The same is analysed and communicated to concerned teacher.

### **6.3.3 Examination and Evaluation**

- College follows all norms and regulations relating to examination and evaluation system devised by university of Pune as it is affiliated to it. Thus, As per the norms of university, at the end of every term/semester, Term-end examination is conducted. For this purpose College examination committee prepares a common examination timetable for all subjects of department of arts and commerce. Question papers for term/semester examination are prepared by staff members confidentially of respective subject as per the pattern given by university.
- In addition, internal tests are conducted regularly for evaluating the performances in theory and practical.
- Students of Post graduations (M.Com and M.A.) are evaluated as per the Choice based Credit System; accordingly these students are internally evaluated as per their performance in various credit point courses (for e.g. Human Rights, Cyber Security etc) assignments, power point presentations, seminars and Mid-semester examination since the year 2013-14.
- Faculty members of the college are actively involved in the confidential examination work such Chairman of paper setting, Member of paper setting, assessment and moderation at the Central Assessment Programme, revaluation etc at the annual University examinations.
- Affiliating University has given complete work relating to examination, evaluation and result declaration etc to the college. Hence to ensure transparency in the assessment, photocopies of answer books are provided to student candidates of various examinations on the request at the first year level of B.Com, B.A., BBA & BCA.

### **6.3.4 Research and Development**

During the academic year college motivated its teachers and students to undertake below activities and projects:

- **Major and Minor Research Projects:** faculty members are encouraged to undertake research projects and apply for sponsorship to UGC and BCUD of affiliating University.

During the academic year, faculties through college sent 03 proposals for Minor Research Projects to UGC and BCUD.

- **Student Research Projects:** The college promotes research aptitude among the post graduation students. For this purpose, during the complete second semester of every year, lectures relating to various concepts of research are given to all post graduate students and finally for practical understanding, project based on field work information is taken from every student.
- **Avishkar:** BCUD of the affiliating University organises the competition named ‘AVISHKAR’ for inculcating the habit of research among students and teachers. Accordingly, college send students and faculties to take part in the competition.
- For the overall development of faculties, teachers are deputed to attend Faculty Development Programmes (FDP) such as Orientation, Refresher Courses and certain faculty development programme relating to research and others.
- Faculties are also promoted write research articles to present at the various conferences, seminars, workshops organized by outside colleges and institutions. In addition, they are also promoted to write research articles for Research Journals. Indirectly, it helps faculties to improve their Academic Performance Indicator (API)
- College sanctioned study leave for doctoral research.
- To inculcate the habit of writing research article or to provide the knowledge which is innovative and distinguished from traditional one, faculty members, researchers and academicians, College since the year 2010, has been publishing its own International referred annual research journal having ISSN – 2320 – 5881 named “Rajarshi’ every year. Accordingly; current year volume was published on 5<sup>th</sup> September 2013. It has included research articles relating to commerce, management, social Sciences, Languages and Pure Sciences. It has a separate Advisory Board of renowned experts, College advisory Board and Editorial Committee. The Journal also received recognition from Savitribai Phule Pune University.

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

Following strategies has adopted by the College for the overall development in library, ICT and Physical infrastructure.

- a. Central library located in separate building and has sufficient separate infrastructure for girls and boys.

- b. Each department of college has departmental library, having collection of Books and magazines to promote reading habits and research environment.
- c. Automation of library functions is in the process, for which library uses multilingual commercial software-‘Vridhhi’. This Software is installed for campus usage including Library Module. It includes automation of acquisition, Bar coding, circulation, classification and cataloguing sections of library to create online records. There are total 07 computers along with Printers and reprographic service.
- d. Library committee conduct meetings for getting suggestions and adopting new challenges to cope up with the technical advancement in the field of library and information and for overall development of library facilities and services.
- e. Separate space provided for Competitive Examination Center for promoting students to study and appear for competitive Exams.
- f. Spacious canteen facility is provided for students and staff.
- g. Generator backup is available to all departments, class rooms, laboratories, library and office.
- h. Adequate ICT (LCD’s, Computer with internet facility, Printers, Intercom, white screens etc.) are provided to each department.
- i. Vehicle Parking Shed
- j. Free Gymnasium facility
- k. Swimming pool
- l. Sports Ground
- m. Hostel facility for both boys and girls separately
- n. Spacious Administration Wing.
- o. Class rooms with adequate number of benches and other infrastructure.
- p. Separate rooms are available for each department.
- q. CCTV Cameras
- r. Internet connectivity to all departments, library and administrative office and computer laboratories.
- s. UGC network Resource Center
- t. Placement Cell
- u. IQAC room
- v. Computers along with internet facility for each and every department and office.
- w. Commerce Laboratory, Computers laboratories, Psychology laboratory, Geography Laboratory

- x. Seminar halls
- y. Hygienic lavatory Provisions.
- z. Separate space for Competitive Center

### **6.3.6 Human Resource Management**

Human Resource is the most important asset of the organisation. Hence Parent institution always strives to develop a constructive mind and build up the overall personality of employees. Following initiatives has been taken as human resource management.

- To enhance the quality of teaching-learning, faculties are encouraged to take part in seminars, workshops, conferences, orientations and refresher courses for which leave is granted on highest priority.
- Faculties are encouraged to take Minor Research Project, Major Research Project from funding agencies such as UGC, BCUD of the affiliating university where college provide full administrative support in the process.
- IQAC with the suggestions and guidance of Principal constitute various committees at the inception of every academic year to ensure active and effective work of various college activities. This is done as per the interest and caliber of the faculty members. This helps the college to develop team spirit, teamwork and inter-team collaboration.
- Both teaching and administrative staff is encouraged to attain higher qualifications simultaneously with their duties without affecting the workload.
- Study leave under the UGC’s Faculty Development Programme
- To develop all round personality, college has a ‘Staff Academy’. It conducts lectures of eminent personalities for both teaching and administrative staff. In addition to this, it is the belief that every faculty is having his own interest in their specialized subject or on some social issues. Therefore to provide platform, lectures of college faculty are also arranged for other college faculties on some innovative topic.

### **6.3.7 Faculty and Staff Recruitment**

Recruitment of faculty and staff is done by the norms and procedure laid by affiliating University and State Government, Department of Higher Education. As per the norms, selection committee is constituted as per the laid procedure to ensure the selection strictly on the basis of pure merit.

### **6.3.8 Industry Interaction / Collaboration**

College is running B.Com, B.A., BBA & BCA courses and post graduate courses like M.A., M.Com. To have a good repo and understanding about industries and inculcating practical work culture, Industrial visits are arranged by most of the departments (Economics, Commerce, BBA & BCA). During the year students visited Maratha Chamber of Commerce, Katraj Doodh Dairy, Industries located in MIDC area of Pimpri Chinchawad and Ambegaon areas. These visits helped students to receive actual field work experience and knowledge of corporate world.

#### **Collaborations and Linkages:**

College tie up with the below local bodies and institutions.

- Ravindra Packaging Industries
- National Aids Research Institute
- Lokayat
- Lions Club
- Manshakti Kendra
- Nagari Sanrakshan Dal
- Army Forced Medical College
- Sasoon Hospital
- Smt. Kashibai Navale Medical Foundation
- Chordiya Food Products Pvt. Ltd.

### **6.3.9 Admission of Students**

- IQAC prepares the plans and strategies related to admission in consultation with the principal and the norms and rules laid by Government of Maharashtra. Principal, Head of the Departments and Registrar of the college are involved in the admission process to ensure its smooth conduct. To support students, a Sub-committee is constituted to facilitate counselling about various available courses and admission process. The entire admission process is completed on line.
- College Prospectus serves as in-hand reference. It includes detailed guideline relating to programmes/courses, optional and specialization subjects, syllabus, eligibility criteria, fee structure, scholarship, infrastructure facilities etc.

#### 6.4 Welfare schemes for

Teaching	12
Non teaching	12
Students	16

##### a) Teaching and non teaching:

- Advance payment against the salary.
- Assistance to avail loan from banks.
- The institution has separate employees Credit Cooperative Society which provides loan to staff in case of their economic need.
- Staff welfare committee organizes programmes for the staff welfare such as felicitation at the time of birth day of the faculty, felicitation at time of achievement in higher qualification such Ph.D or M.Phil or receipt of Awards, felicitation at the time of retirement by arranging a special programme named “Service Retirement Programme”, and also conducts lectures on health issues, stress management etc.
- Uniforms to supporting staff at free of cost to class IV grade.
- Medical reimbursement
- Re-imburement of registration fee paid by teaching and non teaching faculties in the seminars/conferences/workshops etc.
- Canteen facility
- Availability of Gymnasium, Swimming pool facility at the nominal/concessional fee.
- To promote and inspire faculty members for their efforts in teaching and outcome obtained in the form of examination results, Parent Institute (A.B.M.S. Parishad) felicitated teachers whose subject result is 90 % or above in the final examination of graduation examination on the occasion of 5<sup>th</sup> September i.e. ‘Teachers Day’. On this occasion Parent institution gave away prizes to teachers at the of invited expert and renowned personalities to boost the moral of teaching faculties.
- To inspire and recognize the work of non-teaching staff, parent institution selected two staff from the non teaching staff among all the non-teaching staff of the Parent institution. One of our college non teaching staff was selected and felicitated by the institution during the year.
- To inculcate the habit of sport and physical fitness, Parent Institution organized Cricket matches for both teaching and non-teaching staff for all staff of the institution every year.

##### b) Students

- Faculties financial contribution for poor and needy students



- Workshops are organized to guide students for NET/SET, MPSC/UPSC, Bank examinations etc.
- Instalment facility in admission fee is provided.
- Facilities like 'Earn and Learn'
- Book Bank facility
- Psychology department organizes a workshop on Health and Hygiene especially for girls, Haemoglobin check up camp etc.
- Canteen facility.
- Free gymnasium facility
- Swimming Pool facility at subsidized rate
- Scholarships by the Parent and its sister concerned institutions
- Railway/ State Transport Concessions.
- Free medical check up camp (once in a year)
- Hostel facility at subsidized rate for both boys and girls separately
- Waived fees of some percentage of poor/needy students with the discretionary power of principal.
- Students fill admission form, examination forms in the Computer laboratories and UGC Network Resource Center of the college at free of cost. Students also provided computer and internet facility for browsing college website and for collecting information (references)

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				
Administrative	Y	A.O. of Higher Education Dept.	Y	Salunke & Co. (Chartered Accountants)

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

For UG Programmes      Yes       No

For PG Programmes      Yes       No

Affiliating University has a rule to declare result within 45 days after the examination.

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

Not Applicable

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

As on the date, University has not given any type of autonomy in curriculum, examination and result. However, recently, it has introduced option of acquiring autonomous status.

### **6.11 Activities and support from the Alumni Association**

College conducts regular meetings with alumni to discuss various activities of the college.

### **6.12 Activities and support from the Parent – Teacher Association**

During the academic year, college organized two Parent meets to come across the difficulties of parents about their wards. In the meeting teachers communicate the performance, attendance of those underperforming students to their parents and suggest them some measures for improvement. The feed back from the parents were obtained and analyzed. In this suggestion relating to improve the academic performance of wards was given by the Association.

### **6.13 Development programmes for support staff**

Supporting staff of the college plays an important role in the development of the college. The following activities have been introduced

- Advance payment in case of emergency
- Sent supporting staff to participate in training programmes.
- Management and Principal motivate supporting staff to pursue for higher studies while working in the college.
- Upward mobility (time bound promotion) before the new recruitment.
- ‘Best Sevak Award’ is given at the time of Teachers Day.

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

- Use of Renewable energy: Solar Panels have been installed on Girls Hostel for getting hot water.
- College campus is full of green environment due to continuous tree plantation camps. There are about more than one lakh trees of various kinds in the campus. They help to maintain ecosystem.
- A village is selected for NSS Special winter camp where college NSS Volunteers carried out tree plantation. All these efforts inculcate the environment awareness among our students

## **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. Fund generated by faculty members named ‘Poor Students Fund’:** The Principal of the college has taken initiative in encouraging faculty members to contribute towards the fund named ‘Poor Students Fund’. Accordingly, each faculty has contributed Rs. 1000/- per year to the fund which is used for financial support to economically backward students. A Corpus fund of Rs. 32000/- has been raised during this year. The fund is distributed to such students by the separate committee appointed by the Principal. The committee has sanctioned partial admission fee after considering the lower economic background of the students.
- 2. Interaction among Alumni in Alumni meetings -** College has taken initiative in gathering past students for interactions. Interaction among themselves resulted in to career advancement inspiration and discussion about various career opportunities.
- 3. Student Complaint system:** College follows healthy environment about overall campus facilities where students can directly approach to the Principal, teachers, college office and Institute office for their issues without hesitation. The principal takes prompt action in genuine matters. Sometimes HODs of concerned department interact with the principal on the concerned issue and immediate efforts are made to resolve the same.
- 4. Tally ERP.9:** According to the syllabus of Pune University, Tally ERP.9 has made mandatory from this academic year. Hence college established a separate commerce computer laboratory for in depth practical learning of Tally ERP.9. During the year college also arranged outside resource persons to provide guidance along with College teachers. This resulted fair understanding of Tally ERP.9.

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

1. National Level seminar organized successfully on the topic ‘Tools & Techniques of Research Methodology’ on 27<sup>th</sup> and 28<sup>th</sup> September 2013. The proceeding was published with ISBN.
2. Minor Research Projects Proposals were send to UGC.
3. Feedback forms from stake holders were collected, analysed and communicated.

4. Organized NET/SET workshops for Post Graduate students of M.Com and M.A (Marathi, English, Economics)
5. Conducted two workshops relating to syllabus restructuring.
6. Conducted guest lectures on Career Opportunities for Commerce Students.
7. Industrial Visits and Study tour arranged successfully.
8. Organized various days i.e. Hindi Bhasha Day, Geography Day, Spoken English Course, Vision Programme, Special Winter Camp, Yuvak Mahotsav etc
9. Department of Physical Education of the college organized Zonal and inter collegiate Sports competitions
10. 7 Short term courses organized successfully
11. Meeting with different stake holders were arranged successfully
12. Health Check up camp for female students was organized successfully
13. Most of the teachers were inspired and promoted to send research papers to various outside seminars and conferences.
14. New record/stack room for administrative records.
15. Plantation programs throughout the year.

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

**1. Title of the Practice:**

**Felicitation of students who grabbed prized and ranks in Sports, NSS, NCC, extra-curricular activities and those who secured highest marks in the class, subject etc by arranging special annual prize distribution ceremony at the presence of all the college students.**

**Goal:**

- To felicitate students who achieved/obtained prizes and ranks in various competitions held by the college, intercollegiate, University, State, National and International Competitions.
- To boost the morale of all the college students to take active participation in various curricular, co-curricular and extension activities conducted at various occasions.

**The Context:**

This is a unique practice implemented by the college to boost the morale of all the college students to take participation in different types of competitions going on during the whole academic year. In this programme, college felicitate sports students who grabbed prizes in the competitions held by the college, Intercollegiate, University, State, National and International level. In addition to this, students who secured ranks in co-curricular activities like Rangoli Competition, Elocution, Flower arrangement competitions etc. Awards in the form of best work at NSS and NCC and cash prizes were also distributed to those students who secured highest marks in particular subject and class etc. The programme is arranged in front of all the college students. Most of the authorities of the parent institution remain present on the occasion to inspire students.

**The Practice:**

Well planned programme is arranged at the seminar hall of the college. Prizes in the form of certificates, mementos, jackets, sweat sweaters, Cash prize etc were given away at the hands of renowned personalities. Large number of college students attends the programme and takes inspiration to take participation in various ongoing competitions. Thus overall students' participation was found improved due to this activity. After the prize distribution, renowned personality inspires students by giving speech.

**Evidence of success:**

Overwhelming response of students found in taking participation in various activities relating to co-curricular, extracurricular and extension activities.

**Contact Details:**

Name of the principal	Dr. Mrs. Shobha Ingawale
Name of the institution	Shri Shahu Mandir Mahavidyalaya
City	Pune
Pin code	411009
Re-Accredited Status	A
Work Phone	24221424
Website	<a href="http://www.shahucollegepune.org">www.shahucollegepune.org</a>
E-mail	principal_ssmmpune@yahoo.in

**2. Title of the Practice**

**Comprehensive development programme for internal analysis and assessment for the students of B.B.A. & B.C.A.**

**Goal -**

- To assess the students overall performance in each semester with the help of CDP while giving internal marks.
- To enhance active participation of each student in each and every activity designed in each semester.
- To inculcate the habit of discipline and develop communication skills as Professional student.

**Context-**

Department of B.B.A. & B.C.A. designed an innovative practice of internal assessment of students. The programme included marks for behaviour of the student, Mid Tests, English Communication, Attendance, home assignment, innovative assignment, Presentations and participation in 4 activities of the college etc.

**Practice-**

Department implemented this comprehensive development programme since the academic year 2013-14. Each student has to participate in each and every activity decided in the CDP Programme mentioned above. The participation in each activity is recorded by the respective faculty members. Thus, internal marks are calculated on the basis of overall participation.

**Evidence of success-**

College implemented Comprehensive Development programme and received a very good result. Students overall performance found increased. Their ability of English speaking, interaction in small groups, shouldering of individual responsibility, use of reference books, participation in curricular and extra-curricular activities, attendance, stage daring, presentation ability and overall personality found improved. Both type of knowledge i.e. practical and theoretical over and above syllabus improved and lastly college also found lot of improvement in the liveliness of the college, placement of students, and admission of students for the said courses.

**Contact Details :**

Name of the principal	Dr. Mrs. Shobha Ingawale
Name of the institution	Shri Shahu Mandir Mahavidyalaya
City	Pune
Pin code	411009
Re-Accredited Status	A
Work Phone	24221424
Website	<a href="http://www.shahucollegepune.org">www.shahucollegepune.org</a>
E-mail	principal_ssmmpune@yahoo.in

#### **7.4 Contribution to environmental awareness / protection**

- To inculcate the habit of protection of environment among the students, department of BBA & BCA organized competitions based on environmental awareness. They were Best from Waste, Street Play, Cook Without Gas.
- NSS students were sent to University of Pune for the project named 'Tree Census Project on 12/07/2013.
- NSS Volunteers of the college were sent to a programme named 'one day for farming and for farmers help'. The programme was held at Vinzar, Taluka- Valhe. Under the programme, NSS Volunteers did Rice Plantation. Volunteers understood the values of farming, its efforts, work and farmers actual financial and social condition.
- Tree Plantation Programme: This programme was organized on the accession of Birth Day Ceremony of Hon'ble Ajitdada Pawar, Vice President of Parent Institution. All NCC Cadets and NSS Volunteers of the college took participation in tree plantation programme.
- Department of Geography arranged various lectures along with audiovisual aids like video films relating to current geographical conditions like Tsunami, Panama Canals, Home Projects etc.
- Seven days 'Special Winter Camp' was organized at/ post-Kondhur, Tal- Mulshi, Dist- Pune during the period from 14<sup>th</sup> December 2013 to 20<sup>th</sup> December 2013. During the Camp period Volunteers performed various social and environment protective work i.e. Road Widening, School building colouring, Village cleanliness with the help of villagers and organized various social programmes which include eradication of superstitious, lectures of experts on social issues, group discussion, Cultural Programmes etc.
- Conducted successfully a course on Environmental Awareness Programme
- Department of Nature Association and educational tour (Nisarg Mandal & Sahal Vibhag) organized various activities promoting to environment awareness.
  - During the academic year Department of Nature Association and Education Tour has arranged a programme of slide show to create awareness about 'Nature and Its Impact' for students.
  - A visit to Pachgaon Nisarg Mandal was paid by students and faculty members to understand the activities of Nisarg Mandal.



- On 28<sup>th</sup> February 2014 students visit was arranged at Simala Office on the occasion of ‘Science Day’ where students were shown various instruments of environment (weather) measurement.
- A guest lecture of expert faculty Dr. Pravin Gaikwad (S.N.D.T. Mahila Mahavidyalaya, Pune. was arranged on the topic ‘Bio-Diversity’.

**7.5 Whether environmental audit was conducted?** No

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

<b>Strength</b>	<b>Weaknesses</b>
<ul style="list-style-type: none"> <li>• Committed staff towards curriculum, co-curricular and extension activities also engaged in research projects</li> <li>• Campus is controlled under electronic surveillance</li> <li>• Organisation of seminars and workshops for overall development of students</li> <li>• Leading sports activities at the State, National and International Level.</li> <li>• Peer Reviewed Research Journal having ISSN.</li> <li>• Well equipped infrastructure.</li> </ul>	<ul style="list-style-type: none"> <li>• Shortage of non-teaching staff due to Government Policy.</li> <li>• Consultancy</li> </ul>
<b>Opportunities</b>	<b>Threats</b>
<ul style="list-style-type: none"> <li>• Use of ICT in Teaching and learning activity.</li> <li>• Research centre</li> <li>• Automation of Library</li> <li>• Increase No. of publications of research articles in recognized journals, Seminar and conference proceedings etc.</li> <li>• Book (Text/Reference) Writing</li> <li>• To put efforts towards the development of students as most of the admitted are from low merit, regional medium and poor family background.</li> </ul>	<ul style="list-style-type: none"> <li>• Improvement of success rate in Competitive Examinations.</li> <li>• Attract meritorious students for short term certificate courses.</li> </ul>

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

1. To carry out academic and green audit.
2. To organize workshops for students overall development.
3. To obtain feedback from stakeholders.
4. To conduct training programme for non-teaching faculty.
5. To organize Zonal and inter collegiate Sports competitions.

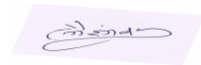
6. To arrange guest lecturers in staff academy of various outside renowned and expert faculties and also to organize Yoga and Meditation training for staff.
7. To conduct Short Term Certificate Courses.
8. Complete automation of Library.
9. To organize Hindi Bhasha day, Geography day, Spoken English Course, VISION Programme, Special Winter Camp, Yuvak Mahotsav etc. To arrange guest lecture series and workshops in name of Barister Babasaheb Jaykar, Marathi Vadmay Mandal , Vidyarthini Manch, Adult education etc.
10. Medical check-up camps for female students
11. Development of stack room for administrative storage purpose.
12. To apply for more number of Minor and Major Research Proposals to BCUD and UGC.

Dr. Kishor Girish Nawale



**Coordinator , IQAC**

Dr. Shobha B. Ingawale



**Chairperson, IQAC**

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