

**A.B.M.S. Parishad's  
Shri Shahu Mandir Mahavidyalaya, Parvati,  
Pune-411009**

**Internal Quality Assurance Cell (IQAC)**

**Annual Quality Assurance Report (AQAR)**

**Submitted to**



**राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्**

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

*An Autonomous Institution of the University Grants Commission*

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

**2014-15**

## 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

#### 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.

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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:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

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

1.5 Website address:

Web-link of the AQAR:

#### 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

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

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 2013-14 submitted to NAAC on 31/10/2015
- 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)

Savitribai Phule Pune University, Pune,  
State- Maharashtra

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

Autonomy by State/Central Govt. / University	<input type="text"/>		
University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other ( <i>Specify</i> )	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

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

2.1 No. of Teachers	<input type="text" value="07"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="02"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="02"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="02"/>
2.8 No. of other External Experts	<input type="text" value="02"/>
2.9 Total No. of members	<input type="text" value="19"/>
2.10 No. of IQAC meetings held	05

2.11 No. of meetings with various stakeholders: No.  Faculty   
 Non-Teaching Staff  Students  Alumni  Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

1. Workshop organized on the topic 'Youth Education'
2. Workshop organized on the topic 'Samupdeshan'
3. A programme of Soft Skill Development of 10 hours organized.
4. One day workshop organized on the topic 'Manache Sablikaran'.

#### 2.14 Significant Activities and contributions made by IQAC

- IQAC has called meetings of all the departments and various committees towards the planning, discussion, development and support in implementation of their activities. Accordingly, various activities and programmes were implemented during the academic year. For this purpose Principal of the college established 45 different committees during the academic year.
- Students upliftment programmes: IQAC in its meeting discussed and guided various activities relating to upliftment of students. Few of them were conduction of induction programme, arrangement of guest lectures of difficult subjects, arrangement of short term courses, Spoken English course, celebration of days, programme of felicitation of sport, NSS, NCC Students who secured ranks in their respective field, implementation of earn and learn scheme, organisation of competitions like VISION programme, poem reading, mock parliament, quiz competition, Essay writing, Debate competition, PPT etc.
- Research activity: In this IQAC discussed and supported faculty members to submit more number of minor and major research projects, submission of research papers at various

seminars and conferences, and also supported to submit proposals for seminars to UGC and BCUD, Savitribai Phule Pune University.

- IQAC took active part in deciding the theme of the college Magazine and college selected a theme based on “Sant Sahitya”. Accordingly faculties explained the theme to all students during the whole year and collected large number of articles on the theme, afterwards editorial committee of Magazine selected best articles and printed in the magazine.
- IQAC supported to college Political Science Department to organize a three months short term Certificate Course sponsored by Savitribai Phule Women Study Center of Savitribai Phule Pune University during the period from August to October 2014. Total 46 students took part in this course.
- As per the discussion in the meeting of IQAC, Department of Hindi celebrated ‘Hindi Bhasha Day on 14<sup>th</sup> September 2014 and conducted story-telling and Poem reading competitions for all the college students.
- Department of Political Science was supported to celebrat ‘Constitution Day’ on 26<sup>th</sup> November 2014, Principal Dr. Sunil Thakare of Anantrao Pawar College of Engineering & Research was invited as chief gust for guidance. Afterwards, department organized various activities like Poster Exhibition, Sarnama Vachan and Essay writing competition.
- Department celebrated ‘Geography Day’ on 14<sup>th</sup> January 2015. On the day a programme was arranged on the theme ‘Population Problems in India’.
- IQAC with consultation of principal 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. This course helped students to improve their English communication, understanding of syllabus which is totally in the English medium. The course taught Grammar, techniques of communication skills and personality development tactics. Renowned expert faculty Prof, Mahesh Pardeshi was invited to deliver the course.

In addition, IQAC in consultation with the college principal also supported to organized a short term course of ‘Spoken English’ for first and third year students of B.Com & B.A. as most of the students were from slum, poor and Marathi medium background. It was conducted after the regular lectures. The duration of the course was 30 days. This course helped students to improve their English communication, The course taught Grammar,

techniques of communication skills and personality development tactics. Renowned expert faculty Prof, Mahesh Pardeshi was invited to deliver the course.

In addition, IQAC also supported to organize short term courses like basic training of Beauty Culture, Flower arrangement and Decoration, Internet Usability etc. during the academic year.

- IQAC supported and promoted to research activity which is being undertaken by college faculties. A report of Academic and Research Coordinator was discussed in the meeting and suggested for increase in the research proposals.
- Considering the seminars/conferences/workshops organized during the last year, head of department were suggested to search for the innovative themes with the discussion of their faculty members and submit proposals for UGC and BCUD.
- IQAC has urged the faculty members to lay greater attention on extension and sports activities and asked to plan department wise activities for the academic year.
- Under the best practices, in addition to the regular semester pattern of curriculum, department BBA & BCA implemented Comprehensive Development Programme called as 'CDP'. In this programme Internal marks were given on the basis of compulsory Poster preparation and presentation, 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 even during every semester etc. 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.
- IQAC supported to department of BBA & BCA to conducts Six days 'VISION Programme' for the overall development of students of BBA & BCA which include variety of curricular and co-curricular competitions. The programme was inaugurated at the hands of Principal Dr. Shashank Pole and Prizes to winners were given at the hands of successful entrepreneur Dr. Balasaheb Ingawale at the concluding ceremony.
- To provide opportunity for researchers and academicians to their knowledge which is innovative and distinguished from traditional one, 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 2014. The Journal also received recognition from Savitribai Phule Pune University.



- Feed back : manual feed-back forms were collected, analysed and communicated to respective faculty
- IQAC suggested for revision in teaching plan
- Proposal was submitted to Savitribai Phule Pune University for best college award.
- IQAC supported to arrange workshops for students: Accordingly, first workshop was conducted on 16/12/2014 in the college seminar hall on the topic 'Youth Education'. Second Workshop was held on 20/01/2015 on the topic Counselling (Samupdeshan).
- IQAC in its meeting supported to organized 3 days guest **lecture series** in the name of Barister Babasaheb Jaykar during the period from 3<sup>rd</sup> February 2015 to 5<sup>th</sup> February 2015. The series was inaugurated at the hands of Dr. Balasaheb Ingawale. During the series 3 eminent personalities for three days were invited. They were Dr. Bajarang Korade, Dr. Shaunak Kulkarni and Shri Kachare. All of them thrown light upon need of positive thinking to face to days challenges and inspired students with the words “Youth : energy of the Country”. Dr. Shaunak Kulkarni expressed his views on various diseases due to carelessness. This lecture series was coordinated by Dr. Madhavi Kharat and attended by all faculty members and students of the college.
- IQAC members observed the need and difficulties of difficult subjects. Accordingly it supported to conduct remedial coaching guest lectures especially of undergraduate students
- Run competitive examination centre efficiently and effectively along with regular lectures, full day reading facility, latest books, magazines, variety of newspapers and provided detailed information about various advertisements.

### 2.15 Plan of Action by IQAC/Outcome

<b>Plan of Action</b>	<b>Achievements</b>
Academic Calendar	Academic Calendar was prepared at the beginning of the year in consultation with Principal and all faculty members.
Induction Programme	At the beginning of the academic year, Conduction of induction programme was asked to all departments. Accordingly, all departments organized induction programmes in their respective departments and gave thorough information about the college, its administration, infrastructure library facilities, rules of the college and library, time table,

	syllabus, examination pattern etc. with the help of Power Point Presentations.
Apply for best college award to Savitribai Phule Pune University.	College applied for best college award to the University along with detailed proposal having its different types of activities. University Committee visited the premises of the college and checked documents along with evidences and proposed satisfaction towards the work of the college.
Feed back on Teaching	Feedback forms were collected from UG and PG students and analyzed. Afterwards the result was communicated to respective faculty members.
Review of faculty members relating to Career Advancement Scheme (CAS)	Review of faculty members relating to Career Advancement Scheme was carried out in the meeting of IQAC and accordingly faculties were planned to send for refresher/orientation courses.
Collection and verification of Annual Performance Appraisal Forms.	At the end of the year Performance Appraisal forms from all faculties were collected, scrutinized and accepted by the IQAC.
Annual Magazine on particular theme	Discussion at the IQAC meeting was held about magazine theme. Accordingly, theme named 'Saint Sahitya' resolved unanimously.
Organisation of extension activities and student festivals	<p>Following activities were planned and practically implemented with the consultation of IQAC.</p> <ul style="list-style-type: none"> <li>• Department of Marathi:- Writing of Poems in the "Kavita Sangrah"</li> <li>• Department of Hindi:- 'Hindi Bhasha Day'</li> <li>• Department of Political and Public Administration:- <ul style="list-style-type: none"> <li>– Organized Three Months Short term certificate Course</li> <li>– Celebrated Constitutional Day with Poster exhibition, Sarnma Vachan and Essay Writing competition</li> </ul> </li> <li>• Department of Geography:- Celebrated Geography Day with the lectures on the theme 'Population Problems in India'</li> <li>• Department of BBA &amp; BCA:- 'VISION – 2015 PROGRAMME' celebrated by organizing 12 different types of competitions.</li> <li>• Tree Plantation Programme</li> <li>• Bike Rally</li> <li>• NSS Day</li> <li>• Sports Day celebrated by felicitating</li> </ul>

	<p>sports students who secured medals in various competitions.</p> <ul style="list-style-type: none"> <li>• Voters awareness rally</li> <li>• NSS Special Winter Camp</li> <li>• Yuvak Mahotsav - 2015</li> <li>• NSS Prize Distribution Ceremony</li> <li>• Implemented Earn and Learn Scheme</li> <li>• Barishter Babasaheb Jaykar Vyakhyanmala</li> <li>• Two Workshops under Praudnirantar Va Dnyanvistar Vibhag</li> <li>• Programmes under Marathi Vadmay Mandal.</li> <li>• Maharashtra Vivek Vahini</li> <li>• Guest lecture Series under Remedial Coaching Course</li> <li>• Competitive Examination center arranged lectures during the whole academic year</li> </ul>
Short Term Courses	<p>Conducted below short term courses successfully</p> <ul style="list-style-type: none"> <li>✓ Spoken English Course for the department of BBA &amp; BCA</li> <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> </ul>
Arrangement of Guest lectures	<p>IQAC in its meeting was asked to conduct guest lectures on various difficult subjects/topics by the entire department. Accordingly guest lectures were organised in subjects Cost &amp; Works Accounting, Advanced Accounting, Auditing and Taxation, Economics, English, Mathematics and Statistics, Communication skills etc.</p>
Arrangement of Tally ERP.9 Workshop for the students of F.Y.B.Com	<p>To create awareness about Tally ERP.9, department of Commerce organised a 10 days workshop for F.Y.B.Com Students.</p>
Preparation of Seminar Proposals to BCUD, Savitribai Phule Pune University and UGC.	<p>IQAC in its meeting was discussed about the preparation of proposals to BCUD and UGC for conduction of seminars. Accordingly, it was decided to make proposals for the subject Marathi-State Level Seminar to BCUD and Commerce-National Seminar to UGC.</p>
Study Tour/Industrial Visits for Student	<p>Study tours was arranged by the following department during the academic year</p> <ul style="list-style-type: none"> <li>• Department of Marathi</li> </ul>

	<ul style="list-style-type: none"> <li>• Department of Geography</li> <li>• Department of Economics</li> <li>• Department of BBA &amp; BCA</li> </ul>
Promotion of Research among the faculty and students.	<p>The progress of research activity with the help of IQAC was carried out. Accordingly, research activity of faculty was satisfactorily enhanced. Two 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).</p> <p>College has published Research Journal named 'Rajarshi' An International Refereed Research Journal having ISSN in which faculty of the college and outside the college has submitted their research articles for publication.</p> <p>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.</p> <p>Faculty members were also promoted to prepare and present research papers in the various seminars and conferences organised by outside college. Accordingly, most of the faculty members submitted and presented their research papers in various seminars and conferences.</p>
Generation of awareness in health related issues	Lectures relating to Yoga and health care were organized for staff by inviting eminent expert under the staff academy of the college.

2.15 Whether the AQAR was placed in statutory body Yes

Management  Syndicate  Any other body

**Provide the details of the action taken**

Before, submission of Annual Quality Assurance Report to NAAC, it was kept in the Principal invited meeting of all faculty members for discussion. Afterwards it was also placed in the meeting of Local Managing Committee for thorough discussion. Members of managing committee and senior faculties expressed their opinion on it and suggested to apply for more number of Minor research proposals, proposals for National and state levels seminars and conferences to UGC and BCUD, Savitribai Phule Pune University and to arrange more number of institution level workshops relating to various extension activities going on in the college for the coming academic year.

## 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	06	--	04	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	05	--	05	05
Others	--	--	--	--
<b>Total</b>	15	--	12	05
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	04

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

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

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

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

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	Associate Professors	Professors	Others
30	23	5	1	1

2.2 No. of permanent faculty with Ph.D.

11

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
<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>

2.4 No. of Guest and Visiting faculty and Temporary faculty

105

09

08

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	10	26	06
Presented papers	08	26	01
Resource Persons	--	01	--

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

During the academic year, various departments of the college completed teaching and learning activities by way of guest lectures, practical demonstrations, internal assessment and creative contribution of students.

- Department of Marathi: To inculcate the habit of learning and writing, Department of Marathi conducted a programme on how to write and read poems accordingly; students were guided and inspired to write and read poems in the programmes. Finally all these poems were collected and included in the Kavita Sangraha named 'Pausdhara'. This activity inspired students to create poems.
- Department of Commerce: Department organized 10 days workshop on 'Tally ERP9' for all the students of F.Y. B.Com in which both theory and practical sessions were conducted in commerce computer laboratory. Outside expert faculties were invited for the session. An arrangement was made to provide computer to each students to understand Tally

practically on computer. College has a separate Commerce laboratory where 45 computers with internet facility and latest soft wares (Tally ERP9) has uploaded.

- Commerce laboratory was updated regularly; educational charts/posters relating to various subjects have been displayed on walls. Various Journals, files were also kept which include various forms of income tax, sales tax, company registration, partnership, cooperative society, costing statements, audit reports, news paper cuttings etc. This helped students to receive practical experience.
- Department of Psychology organized film show relating to psycho diseases and dramas relating to Psychology to understand the subject thoroughly. Most of the practicals and projects were done on actual field information to understand real situation thoroughly. Thus, Projects on social issues like Stress Management, avoidance of bad habits (amali Padarthapasun Vyasankmukti), Child abortion, and tests based on Individual tests, intelligent tests, group tests etc. have been practically completed by students.
- Department of Geography: Along with regular lecture method, department used audiovisual aids like video films relating to current geographical conditions like Tsunamis, Panama canals, Home Projects etc. Power Point Presentations were made and shown to the students on regular basis. This impressed students and enhanced their curiosity in the subject. Study tour was arranged in the month of *February 2015* to show geographical points which includes beaches, sea cliffs, caves and platforms etc. Accordingly, department visited Dervan, Sangameshwar, Ganpatipule, Dapoli, Murud, Karde, Anjarle, Pratapgad, Mahableshwar, and Panchgani. Students were also taken to the department of Geography, Savitribai Phule Pune University and shown innovative science projects, GIS application, Astronomy, Radio Telescope and various other instruments. Department celebrated 'Geography Day' on *14<sup>th</sup> January 2015*. On this occasion a programme was arranged on the theme 'Population Problems in India' which helped students to get information of Population Problems in India.
- Under the best practices, along with regular semester pattern of curriculum designed by University, department of BBA & BCA implementing Comprehensive Development Programme called as 'CDP' for the entire students. In this programme Internal marks were given on the basis of compulsory Poster preparation and Power Point Presentation, Seminar on the syllabus topic, Home assignment, Innovative Assignment, Attendance in each and every lecture & practicals, Students behaviour in the college, Minimum participation in at least any four events organized by the department in every semester etc.

Departmental faculties explained this internal programme in the induction programme and successfully implemented in each semester. This internal assessment programme helped students to remain busy in variety of educational activities and finally it resulted into good performance in the annual examination.

- **Industrial visits** were made compulsory in the curriculum by the University; accordingly, department faculties arranged Industrial visits. Under this, students visited to Katraj Doodh Dairy, Mapro garden at Mahabaleshwar, 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.
- **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 helped students to understand concept at more comfortable level. During the year 17 lectures were arranged on difficult topics.

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

225
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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)

As the college is affiliated to Savitribai Phule Pune University, it follows all the norms relating to examination and evaluation of the University. In addition to this, college initiated following activities relating to it.

- Induction programme organized by each department in which evaluation process made known to students.
- BBA, BCA, M.Com, M.A. follows continuous evaluation of students. At all the courses, there is compulsory project work or practical work. Department of guided and collected online assignments under which students has to refer various reference books, library magazines and information available from Internet.
- B.Com, B.A. follows the system of handwritten assignment submission.
- College followed Centralized system of examination for conducting all internal examinations of arts and commerce streams including various examinations relating to credit system. Examination committee prepares a common examination time-table to conduct Term-end examination.



- College provided Photocopy of answer sheet to desired students as per the norms of university.
- Affiliating University has initiated Bar coding of Answer sheets for examinations. The same has been effectively implemented by the college.

**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	03
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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.	344	01%	17%	19%	12%	04%
B.A.	111	05%	20%	11%	13%	13%
BBA	11	----	09%	55%	----	----
BCA	21	05%	10%	05%	----	----
M.Com.	44	43%	32%	25%	--	--
M.A. English	13	08%	23%	23%	15%	15%
M.A. Economic	29	07%	52%	24%	03%	----
M.A. Marathi	10	40%	50%	10%	----	----

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

1. IQAC committee in its meeting along with the heads of the various departments Prepared Academic Calendar at the beginning of the year which included proposed activities to be undertaken during the academic year and supported all programmes during the academic year.
2. Provided strategies for improving the admission procedure.
3. Provided guidance and suggestions for remedial coaching course.
4. Principal of the college being a chairman of IQAC invited meeting of all teaching faculties at the inception of the academic year where discussion were made on one to one basis by considering the aim, vision, objectives of each activity relating to academic, curricular, co-curricular and extra-curricular activities. After words Departments and

principal appointed committees were asked to prepare various plans which includes teaching plan (Tem/semester wise), curricular, co-curricular and extra-curricular activities which was discussed in the IQAC meeting. These plans were checked by the concern head of the department.

5. **Monitoring teaching learning process:** In this, IQAC with the consultation of Principal has appointed a committee of senior faculties to access the teaching learning process of faculties. The said committee visited and attended lectures of teachers who have 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 would be explained to the concerned teacher to improve further. Committee also took opinion of students randomly from classes without the presence of teaching faculty.
6. **Feed back:** 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 considering different aspects of teaching, teachers behaviour on four point scale, infrastructure etc. These forms were filled by students and submitted to feed back committee which was analyzed and communicated to the concerned teacher through the head of the department. If any teacher received below average feedback, the concerned HOD and principal asks for the revision of action plan of improvement. Thus, students feedback on teachers is also one of the important way to bring improvement in teaching and learning. Considering the fact,
  7. IQAC promoted faculty towards use of ICT in teaching and learning process.
  8. IQAC provided guidance and suggestions for organization of Parent-Teacher Meeting.
  9. IQAC discussed and guided heads and faculty members of various departments for submission of proposals relating minor and major research Projects, registration for Ph.D and presentation of research papers in state, national and international seminars and conferences.
  10. Planned and inspired faculty members to conduct, one day college level work-shops and national and state level seminars.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	07
UGC – Faculty Improvement Programme	02
HRD programmes	--
Orientation programmes	01
Faculty exchange programme	--
Staff training conducted by the university	01
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	02
Others	02

### 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	27	03	24	02
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 in its meeting discussed and looked after the promotion of research climate in the following ways.

- Conducted guest lectures of expert faculties on the topic ‘Research Methodology’.
- College has a separate Academic and Research Coordinator appointed as per the norms of Savitribai Phule Pune University who provided faculty member and students information relating to various types research activities.
- IQAC provided necessary help to interested faculty members to apply for research grants from different sponsoring agencies. For that IQAC 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.
- IQAC encouraged those faculty members who are undergoing Ph.D or M.Phil to take the guidance from their departmental colleague.
- 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 dept and accordingly asked students to prepare project report based on field work which include all important concepts and aspects of research along with practical base.
- IQAC provides support and guidance in the publication of college Research Journal named ‘Rajarshi’ an International Refereed Research Journal having ISSN in which faculty 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 IQAC in consultation with the principal of the college.
- Faculties and students were inspired to participate in Research activities named ‘Avishkar’ organized by Savitribai Phule Pune University. During the academic year students were sent to participate in this research activity under the guidance of college faculties.
- Principal of the College Dr. S.B. Ingawale participated and presented her research work in the research activity named ‘Innovation’ organised by Savitribai Phule Pune University.

- Faculty members were inspired to write and present research articles in the national and International seminars and conferences and Journals, College provided brochures and pamphlets relating to it. This helped 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	03	01	NIL	NIL
Outlay in Rs. Lakhs	430000	50,000	NIL	NIL

### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	07	05	NIL
Non-Peer Review Journals	01	03	NIL
e-Journals	NIL	01	NIL
Conference proceedings	09	12	02

### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	02	UGC BCUD (SPPU)	3,75,000	1,39,540
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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	NIL	NIL	NIL	NIL
Sponsoring agencies	NIL	NIL	NIL	NIL	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 **(Post Graduation)**

Total	International	National	State	University	Dist	College
15 (P.G. Recognitions)	NIL	NIL	NIL	15	NIL	NIL

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

05

13

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

01

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  NI International level  NI

3.22 No. of students participated in NCC events:

University level  33 State level  06

National level  02 International level  NI

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  01

National level  NI International level  NI

3.25 No. of Extension activities organized

University forum  08 College forum  10

NCC  11 NSS  27 Any other  NI

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

- NCC unit of the college conducted below social and extension activities during the academic year:
  - Swachha Bharat Abhiyan Programme was organized on the occasion of birth anniversary of Mahatma Gandhi on 2<sup>nd</sup> October 2014. All the NCC cadets along with college students cleaned overall campus of the college.
  - On the accession of Birth Day Ceremony of Hon'ble Shri Sharadchandra Pawar, President of A.B.M.S. Parishad, Tree Plantation Programme was organized on 12<sup>th</sup> December 2014. All NCC Cadets took participation in tree plantation programme.
  - 14 NCC Cadets of the unit actively participated in the rally organized by Maharashtra Military Foundation on the occasion of Vijay Din on 16<sup>th</sup> December 2014 at Pune.
  - NCC Unit of the college celebrated constitution day on 26<sup>th</sup> Nov 2014 in which 32 cadets actively participated in the programme.
- NSS Unit of the college organized various extension and social responsibility activities and event where NSS volunteers actively participated. NSS Volunteers were also sent to various camps and projects organised by Savitribai Phule Pune University and outside social events/programmes.
  - One NSS Volunteer was sent to attend 'Challenge Camp' organised by Savitribai Phule Pune University at Nagpur during period from 6<sup>th</sup> June 2014 to 18<sup>th</sup> June 2014.
  - Three NSS Volunteers were sent with the Dindi from Pune to Pandharpur for participation in a state level Project named 'Harit Urja Va Kanyaratna Vachava Abhiyan' during the period from 20<sup>th</sup> June 2014 to 06<sup>th</sup> July 2014.
  - 63 NSS Volunteers were participated in the programme 'Cleanliness of River Mutha and Tree Plantation' organised by Savitribai Phule Pune University.
  - 25 NSS Volunteers were sent for a training programme Named 'Yuva Parishad 2014' organized by State Department of NSS at Balewadi, Pune.
  - 160 NSS Volunteers were sent for the programme named 'one day for farming and for farmers help'. The programme was held at Vinzar, Taluka Velhe. In this programme NSS Volunteers did Rice Plantation. Volunteers understood the values of farming, efforts required and farmers' actual financial and social condition.
  - 41 NSS Volunteers were participated as 'Police Mitra' and helped the Police Department of Pune in maintaining discipline among public during the Ganpati Festival in the month of September 2014.



- 02 Volunteers were sent for participation in the S.R.D. Camp organized by Savitribai Phule Pune University.
- NSS volunteer Kumari Tejal Sakpal was selected by the University NSS unit for the Mega Camp held at Mhaisur, State- Karnataka which was held between the periods from 24/01/2015 to 30/01/2015.
- 02 NSS Volunteers participated in a workshop named 'Self Defence Training Programme' organized by S.P. College, Pune on 09/02/2015.
- 15 Volunteers participated in the 'Swachha Bharat Karandak Spardha' organized by Samarth Bharat Vyaspeeth, Pune during the period from 16/02/2015 to 20/02/2015.
- 12 Volunteers participated in Two Days 'Disaster Management Training Camp' Organised by Anantrao Pawar College of Engineering and Research, Pune during 16<sup>th</sup> Feb & 17 Feb 2015.
- 3 Volunteers attended a workshop on the subject 'Career Guidance' held at Appasaheb Jedhe Mahavidyalaya, Pune on 23/02/2015.
- NSS Volunteers organized a programme on the occasion of 'Guru Pournima' to provide feeling about love, affection and knowledge towards the college teachers.
- College organized a Tree Plantation Programme on the occasion of birth day of Shri Ajitdada Pawar, Vice President of A.B.M.S Parishad, a parent institution of the college. 200 Volunteers took active part in this programme.
- On 24<sup>th</sup> September 2014 'NSS Day' was celebrated in the college. For guiding Volunteers, college invited Prin. Dr. R.M. Misal as chief guest and Senior Writer Shri Baba Bhand as Chairperson of the programme.
- 200 NSS Volunteers took active part in the Independence Day celebration organised by the college.
- 130 NSS Volunteers actively participated in 'Voters Awareness Rally' organized by the college on 24<sup>th</sup> September 2014 to create awareness among nearby city people. On this occasion, Volunteers performed Street Play and college Campus Cleaning.
- Mahatma Gandhi Birth Anniversary was celebrated by the NSS Volunteers by taking participation in 'Swachha Bharat Abhiyan'.
- College Campus Cleaning Programme was organized by NSS Volunteers on the occasion of birth day of Shri Sharadchandra Pawar, President of A.B.M.S Parishad.
- On this occasion Birth Anniversary of Savitribai Phule, Volunteers cleaned college campus on 3<sup>rd</sup> January 2015.

- NSS unit of the college organized a Seven days ‘Special Winter Camp’ at/ post-Kondhur, Tal- Mulshi, Dist- Pune during the period from 18<sup>th</sup> December 2014 to 24<sup>th</sup> December 2014. Total 121 NSS Volunteers actively participated in the camp. It was inaugurated at the hands of Ex. Deputy President Shri Mahadevanna Kondhare, B.D.O. of Mulshi Taluka, Principal and faculty members of the college. During the Camp period Volunteers performed various social work i.e. Road Widening, School building colouring, Village cleanliness etc with the help of villagers. In addition to this, volunteers also organized various social programmes which include (Andhashraddha Nirmulan) eradication of *superstitions*, lectures of experts on social issues, group discussion, Cultural Programmes etc.
- A week programme named ‘Yuvak Mahotsav – 2015’ was organized by the college NSS Unit on the occasion of Birth Anniversary of Swami Vivekanand during the period from 12/01/2015 to 19/01/2015. Lecture series on the topics ‘Today's Youth and Swami Vivekanand’, ‘Culture and Sanskar’, Life and contribution of Swami Vivekanand’, ‘Disaster Management’ etc were conducted for NSS Volunteers during the period. In addition, Poster Competition and Elocution Competition were also conducted in which volunteers took active participation.
- A guest lecture was organized of Smt. Preet on the topic ‘Women Exploitation and Safety’ on 02/02/2015 for NSS Volunteers.
- On 10<sup>th</sup> January 2015, NSS Volunteers were shown a street play on the topic ‘Women Exploitation and Road Safety’. The street play was presented by local institution named Lokayat.
- Department of Physical Education supported students of the college in various training facilities and required instruments due to which students could take part in various competitions held at the interclass, intercollegiate, university, state, national and International level.
- Staff Academy arranged 3 lectures for faculty members on different topics namely ‘Quality Improvement’, ‘Healthy Lifestyle’, ‘Vipasyana’. In addition, college faculty members also delivered lectures on interested topics to all other faculty members. The activity helped to enrich the knowledge of faculty member on topics which they did not have in depth knowledge.
- Short term courses such as course of Spoken English, Basic Beauty Culture, Tally ERP. 9, Flower Decoration, Internet were organized during the academic year.

- The department of Adult Continuing Education and Extension of the college organized two workshops in association with Savitribai Phule Pune University. First workshop was conducted on 16/12/2014 in the college seminar hall on the topic 'Youth Education'. Two eminent personalities Dr. Baba Adhav, Social Activist and Prof. Shamuddin Tamboli were invited to deliver thought on 'Youth Education'. Dr. Baba Adhav expressed his view on Students Movement whereas Prof. Shamuddin Tamboli spoke on 'Youth Inspiration'.  
Second Workshop was held on 20/01/2015 on the topic Counselling (Samupdeshan). Two eminent personalities were invited to deliver the session. Amongst them Smt. Mukta Manohar spoke on 'Counselling and Social awareness' and Prof. Dr. Sushama Bhosale expressed her views on 'Counselling and Mental Health'. More than 150 students of the college attended both workshops along with faculty members of the college.
- Department of Nature Association and Education Tour of the college arranged a programme of slide show on 'Nature and its impact' for students and explained the aim and objective of Nature association department. A visit was also given to Pachgaon Nisarg Mandal by students and faculty members. A lecture of expert faculty Prof. Pravin Kokane, Department of Geography, University of Mumbai was arranged on the topic 'Conservation of natural resources'. On 28<sup>th</sup> February 2015 students visit was arranged at Savitribai Phule Pune University on the occasion of 'Science Day' where students understood significance of conservation of nature.
- Ten Days, 40 hours (10 days) programme of soft skill was organized by the college for last year students of B.Com and B.A. 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. In addition to this, after the completion of the programme, few students were sent for the interview in various BPO's in the city.
- One day Training workshop was arranged in association with Dr. Babasaheb Ambedkar Research and training institute, Pune to provide Skill based knowledge required for any type of employment on 14/08/2014. 125 students attended the workshop.
- Savitribai Phule Pune University celebrated Foundation day on 12<sup>th</sup> February 2015 at the University Campus where college students of cultural department performed group dance

- A programme was arranged to provide information about Women Grievances and Redressal to all the students. College invited two personalities, who explained Women grievances and their remedies, grievances through social media and social networking etc. a film relating to women grievances and redressal was also shown on this occasion. 25 girls participated in the programme named 'I Soch' where girls expressed their view with the help of social networking. The Cell also organized a Poster Competition on the theme Girls self protection, avoidance of abortion, Women laws and Human Rights etc. On 10/12/2015, cell arranged a rally on the occasion of 'Human Rights Day'. Rally started its journey from the college and went to all near-by lanes of Pune city along with posters relating to 'Human Rights and Women protection' in the hands of girls.
- Vidyarthini Munch organized a programme for girls to develop girls personality. In this programme Dr. Smita Kale was invited for the speech. She expressed her views on Creation of girls self protection and confidence. One day workshop was organized on 03/01/2015. In this Dr. Sunanda Edke expressed her views on 'Manache Sablikaran' and in the second session a film show was shown to girls relating to Vidyartini Chedchad. In the third session Shri Nihar Sapre expressed his views on the topic 'Care relations'. On the occasion of 'Youth Festival' celebrated in the college, where under this, Manch celebrated the festival by arranging a camp of 'Testing Hemoglobin of girls' on 17/01/2015. More than 100 girls and faculty members tested their haemoglobin in this camp.
- A programme of poem writing and reading: Faculty members inspired and guided students to write poems. All these poems were included in the 'Kavita Sangraha' named 'Pausdhara'. On July 2014, a programme was organised in which Shri Anil Kamble, a poet was invited to inaugurate the programme. In this programme students read their poems.
- Educational tour: Department of Geography and BBA & BCA had gone for industrial visits/educational tours during the second term of the academic year.
- Department of English: Students were guided and sent to take part in various activities organized by other colleges. Accordingly, departmental students participated and grabbed prizes in debate, paper reading, elocution, paper presentation competitions etc. 05 Students of the department attended 3 months short term course on "Women and Development" jointly organized by Department of Political & Public Administration of

the college and Department of women study centre of Savitribai Phule Pune University during the period from 8 August 2014 to 21<sup>th</sup> October 2014.

- Department of Hindi: As per the discussion in the meeting of IQAC, Department of Hindi celebrated 'Hindi Bhasha Din' on 14<sup>th</sup> September 2014. On this occasion, department conducted story-telling and Poem reading competition. 30 students participated in these competitions and participated in the programme named 'International Hindi Sangoshti' organized by Mahatma Phule Mahavidyalaya, Pune.
- Psychology Department shown two films based on Psychological disorders and dramas named 'Nakalat Sare Ghadale' and 'Devarai'.
- Department of Political Science and Public Administration organized three months short term Certificate Course on 'Women and Development' which was sponsored by Women Study Center of Savitribai Phule Pune University during the period from August to October 2014. Total 46 students took part in this course. Department celebrated 'Constitution Day' on 26<sup>th</sup> November 2014. Principal Dr. Sunil Thakare of Anantrao Pawar College of Engineering & Research was invited as chief guest. In this celebration, department students prepared and presented Posters, Preamble reading, and Essay writing competition.

Students of the Political Department were guided and sent for the participation in State Level Youth Parliament on 19<sup>th</sup> July 2014. Ten Students were also sent to participate in the workshop named 'Youth education and Counseling' [Yuva Shikshan va samupadeshan] on 19<sup>th</sup> July 2014.

Student of the department also participated in the Intercollegiate Elocution Competition held at Hutatma Rajguru Mahavidyalaya, Rajgurunagar on 23<sup>rd</sup> August 2014.

- Department of BBA & BCA organized a course of 'Spoken English' for new entrants as most of the students admitted in this professional course are from slum areas, poor background and of Marathi medium. The duration of the course was of 45 days and conducted after the regular lectures. The course helped students to improve their English communication. Overall, the course taught Grammar, techniques of communication skills and personality development tactics. Renowned expert faculty Prof. Mahesh Pardeshi was invited to deliver the course.

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. Efforts were made to observe that each and every students must take part in at least 4 activities/competitions held in the VISION Programme. Various

competitions conducted were ‘Explore Your Talent Competition, Elocution Competition, Quiz Competition, Business Guru mantra, Group Discussion, Add Mad Show, Brilliant Brigade, Best from Waste, Colour Yourself, Street Play, Cook without Gas and outdoor Games etc. The programme was inaugurated at the hands of Principal Dr. Shashank Pole and Prizes to winners were given at the hands of successful entrepreneur Dr. Balasaheb Ingawale at the concluding ceremony.

- Department faculties arranged Industrial visits. During the year students visited Katraj Doodh Dairy, Mapro garden at Mahabaleshwar, 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.
- Organisation of lectures under staff academy: Under this practice each faculty gave lecture to other faculties on the innovative and useful topic. During the year 6 lectures were organized under this programme.

## 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			67
Class rooms	23			23
Laboratories	05		UGC	05
Seminar Halls	02			02
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	10	19 12	UGC Univ. Grant	29 12
Value of the equipment purchased during the year (Rs. in Lakhs)	9,00,000	5,58,432 1,20,297	UGC Univ. Grant	14,58,432 1,20,297
Others	12	-	-	12

#### 4.2 Computerization of administration and library

**College Administration Wing:** Administrative office is fully computerized. All work is done through computer. A separate computer is allotted to each employee. As on the date there are 15 computers including server with latest configurations, 08 Printers, 02 Reprographic Machines, 02 Scanners. Thus overall work relating to finance, Students admission, Students record etc. are carried out through computers. In addition, 15 computers have been kept at various departments. They are 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 for smooth function of overall college activities.

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

**Library:** College has separate Library Building having adequate infrastructure. Most of the automations has been completed during the year. Library is using multilingual commercial software named ‘Vridhhi’. I Cards are issued in the library with the help of I Card generating machine. Library has also purchased Barcode generating machine for in- house barcode printing along with Library Stack Verification Software. 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. During

the year, Library has also developed a separate Library portal for accessing Library services and OPAC for users along with online reference services.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	20627 (Withdrawn collection 21490-863)	2076940 (2145840-68900)	1137	123500	21764	2200440
Reference Books	23354 (Withdrawn collection 23449-95)	2466550 (2474600-8050)	1190	156200	24544	2622750
e-Books	3402	15000	61	5000	3463	20000
Journals	75	52500	01	1000	76	53500
e-Journals (N-List database subscribed every year)	18545	15000	60	5000	18605	20000
Digital Database	01	15000	01	5000	01	20000
CD & Video	250	2590	20	300	270	2890
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	194	03	Yes	01	04	15	08	--
Added	15	01	Yes	01	--	--	05	--
Total	209	04		02	04	15	13	--

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

- 1) For smooth access of library services, at the inception of the academic year Librarian with the help of other staff provided separate induction programmes for first year students of various streams of the college for effective use of library services and facilities.



- 2) An induction programme for teaching faculties was also 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 up-gradation of all the computers, applications/antivirus software installed is maintained from Annual Maintenance Contract.
- 5) UGC Network Resource Centre of the college provided internet and computer access to all students at free of cost. In this centre, student uses internet facility to collect references and uses it 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
- 7) Department of commerce has organized a course from Private Agency named ‘Tally ERP.9’. Total 355 students attended this course for their practical examination.

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

i) ICT	277660
ii) Campus Infrastructure and facilities	16210
iii) Equipments	204971
iv) Others	NIL
<b>Total :</b>	<b>2489483</b>

## **Criterion – V**

### **5. Student Support and Progression**

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

IQAC has been taking initiatives in rendering various types of students support services. At the beginning of the year with consultation of Principal various committees were formed and at the end of each term performance is assessed in the IQAC meeting. IQAC looked after and provided guidance in the following activities to enhance awareness about students support services.

- Continuous updating of College Website
- Updating of College Prospectus which contains detailed information about courses, fee structure, syllabus, faculty, scholarships, academic calendar, campus facilities etc.
- Immediate display of important notices on Notice Board
- Parent teacher meetings
- Communication to students through Students Representative of IQAC about Student Support Services.
- Arrangement of Medical health check up Camp
- Book Bank facility for students
- Reading room facility
- Provision of information about various types of Scholarships
- Earn and Learn Scheme
- Gender sensitization programmes
- Soft skill development programme
- Short term courses
- Remedial coaching
- Industrial visits/study tours
- Students workshops, projects and practicals.
- Complete support for Industrial visits

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

IQAC monitors various activities organized by various departments and committees appointed 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. Every year, students' subject-wise

result is analysed critically to understand the lacunas in the teaching learning process and accordingly suggestions and guidance is provided to the concerned teacher. In addition to this, to track the progression, formal and informal communication is made with alumni and existing students, Record is maintained of LC, TC, migration, feedback from Alumni, Compilation of students data, Appeal to students to update their details, Remedial Course for weak students etc

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1968	242	--	--

(b) No. of students outside the state

04
----

(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
1331	413	28	274	--	2046	1369	500	30	311	---	2210

Demand ratio 1:1

Dropout 0.077%

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

- College is having a separate Competitive Examinations Coaching Centre. During the academic year it has provided guidance to students about various examinations such as MPSC, UPSC, NET/SLET, Bank Examinations etc. 45 students were admitted for the academic year. The academic year of the competitive examination centre was started at the hands of Prof. CMA. Dr. Subhash Jagtap. He inspired students by giving examples of many of his students along with simple tips to crack examinations.
- Afterwards, centre arranged lectures of various specialized subjects such as English, Marathi, Indian Economy, Geography, Indian Constitution, Indian social Reformers etc. all these subjects taught as per the syllabus of 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. Overall

65 lectures of these were arranged by the centre. 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 advertised in news papers regularly. Centre provided reading room facility to students from 7 am to 5 pm along with library facility. The departmental library of the centre has 1064 latest updated books of various subjects.
- During the year, five students have qualified in MPSC Preliminary examination, four have appeared for STI examination and other students were appeared for Bank examinations. 13 students sent to participate in competitive test organized by Yashwantrao Mohite Mahavidyalaya on 06/01/2015. In addition to this faculty members and students from outside colleges visits the centre for sharing of knowledge.

**No. of students beneficiaries**

58
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#### 5.5 No. of students qualified in these examinations

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

#### 5.6 Details of student counselling and career guidance

Students counselling and career guidance cell of the college organised below mentioned activities during the academic year 2014-15.

- One day Training workshop was organised in association with Dr. Babasaheb Ambedkar Research and training institute, Pune on 14/08/2014 to provide Skill based knowledge required for any type of employment. 125 students attended the workshop.
- 11 students of the college send to Pune District Cooperative Bank for the job in outsourcing activities.
- A programme named ‘Skill based training along with sure employment opportunity’ was arranged in association with Unnati Vyavasaik Prashikshan Kendra and Pune Mahanagar Palika on 11/12/2014. Total 171 students participated in this programme.
- A lecture was given to students about the ‘business oriented education without cost’ by Labour Net Institute.
- Notices were put up on the notice board regularly regarding the vacancies in the below mentioned companies: these companies are Edzeal Technologies, Square Concept

Corporation, Pragyte Technologies, Cybeage Software Pvt.Ltd., Pace Edge Technologies, Urs Day etc.

**No. of students benefitted**

367
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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
10	50	28	--

### 5.8 Details of gender sensitization programmes

1. Students of English department were sent to attend 3 months workshop on “Women and Development” at the Department of women studies of Savitribai Phule Pune University during the period from 8 August 2014 to 21<sup>th</sup> October 2014. The workshop was jointly organized by our college department and Department of women studies of Savitribai Phule Pune University.
2. Department of Psychology shown two films based on Psycho disease and dramas named ‘Nakalat Sare Ghadale’ during the academic year.
3. A three months ‘Short Term Certificate Course named ‘Women and Development’ was arranged which was sponsored by Savitribai Phule Women Study Center of Savitribai Phule Pune University in association with Shri Shahu Mandir Mahavidyalaya during the period from August to October 2014. Total 46 students took part in this course.
- 4) A guest lecture was organized of Smt. Preet on the topic “Women Exploitation and Safety’ on 02/02/2015 for NSS Volunteers.
- 5) On 10<sup>th</sup> January 2015, NSS Volunteers were shown a street play on the topic ‘Women Exploitation and Road Safety’. The street play was presented by local institution named Lokayat.
6. Staff Academy invited Dr. Vaibhav Patil who delivered lecture on ‘Healthy Lifestyle’ and Dr. Anupama guided faculties on the topic ‘Vipasyana’.
- 7) Praudnirantar va dnyanvistar Vibhag of the college organized a workshop on 20/01/2015 on the topic Counselling (Samupdeshan). Two eminent personalities were invited to deliver the session. Amongst theme Smt. Mukta Tilak spoke on ‘Samupdeshan: Social awareness’ and Prof. Dr Sushama Bhosale expressed her views on ‘Samupdeshan: Mansik Arogya’.

- 8) Women Grievances and Redressal Cell of the college arranged rally on the occasion of 'Human Rights Day'. Rally started its journey from the college and went to all near by lanes of Pune city along with posters relating to 'Human Rights and Women protection' .
- 9) 25 girls participated in the programme named 'I Soch' where girls expressed their view with the help of social networking. During the second term, Cell organized a Poster Competition on the theme Girls self protection, avoidance of abortion, Women laws and Human Rights etc.
10. Vidyarthini Munch of the college organized a programme for girls to built girls personality development. In this programme Dr. Smita Kale was invited for the speech. She expressed his view on Creation of girls self protection and confidence. During the second term one day workshop was organized on 03/01/2015. In this Dr. Sunanda Edke expressed her views on 'Manache Sablikaran' and in the second session a film was shown to girls relating to Vidyartini Chedchad. In the third session Shri Nihar Sapre expressed his views on the topic 'Care relations'. On the occasion of 'Youth Festival' celebrated in the college, where under this, Manch celebrated the festival by arranging a camp of 'Haemoglobin Testing' for girls on 17/01/2015. More than 100 girls tested their haemoglobin in this camp.

## 5.9 Students Activities

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

State/ University level	202	National level	08	International level	01
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No. of students participated in cultural events

State/ University level	25	National level	--	International level	--
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### 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level	74	National level	15	International level	01
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Cultural: State/ University level	02	National level	--	International level	--
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### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	583	5042141
Financial support from other sources	116	494800
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

Grievance Redressal Cell is functioning but fortunately, 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**

College has adequate system flow of information and communication among the parent institution and college, Principal and teachers, Principal and non-teaching staff and students leads to faster progress as per the Vision and Mission Statement of the College. For this purpose college uses the ERP software “Vridhhi”. All data pertaining to students, salaries, fee receipts, profile of teaching staff etc. is available to the management for decision making as and when required. In addition to this, with the help of this software, College managed 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. Thus Curriculum framing is not under the direct control of the college. However, college plans the strategy to reach the curriculum with the help of teaching and learning so that quality will be improved and objectives will be achieved. For this purpose college encourages its teachers to contribute to the curricular development workshops in the curricular designing of the university. They participate in BOS as member, expert in the subject and as a member of syllabus restructuring committee. College also arranged a workshop of syllabus restructuring in association with University. In addition to this, faculties of college attended various



workshops organized by various outside colleges and gave their opinion in restructuring of syllabus.

### **6.3.2 Teaching and Learning**

The College endeavours to improve the quality of teaching and learning through:

- a) 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) 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.
- c) 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.
- d) 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.
- e) Unit tests, group discussions, power point presentations are conducted and assignments are issued to students regularly as per the scheduled plan.
- f) Most of the departments try to provide outdoor learning exposure by means of educational trips and visits to industries.
- g) 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 17 lectures were arranged on difficult topics.
- h) For revision and reinforcement purposes i.e. what the students have learnt in the classroom, following activities are provided:
  - Seminars, poster exhibitions, group discussions, power point presentations, tutorials etc
  - 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.
  - Explaining a project work and report writing exercises.

- i) **Feedback:** 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

- As the college is affiliated to Savitribai Phule Pune University, It has to follow the examination and evaluation system devised by university.
- Internal tests are conducted regularly for evaluating the performances in theory and practical.
- 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.
- 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 examination on the request at the first year level of B.Com., B.A., BBA & BCA.

#### 6.3.4 Research and Development

Considering the importance of research and development of faculty and students, college motivates 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 of the college sent 08 proposals for Minor & Major Research Projects to UGC and BCUD. During the year 4 Minor Research Projects have been completed by faculties and submitted account statement to the concerned agency.
- **Student Research Projects:** 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:**
- 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 sanctions/allows study leave for post 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 2014. 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.
- Faculties are motivated and encouraged to offer their expert knowledge as resource persons, experts and chairpersons whenever invited. Leave is granted to them on priority.

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

#### **College Library:**

- a. The college endeavoured to enhance the quality in library, ICT and physical infrastructure along with reading halls for girls and boys separately.
- b. College has central library located in separate building and has sufficient infrastructure for girls and boys separately.
- c. Each department of college has departmental library, having collection of Books and magazines to promote reading habits and research environment.
- d. 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.
- e. In the extended floor separate Reference section is formed, with the aim of creation of digital library and separate Institutional Repository Centre.
- f. Library committee conducts meeting for getting suggestions and adopting new challenges to cope up with the technical advancement in the field of library for overall development of library facilities and services.
- g. Separate space is provided for Competitive Center which has separate library for the students who are appearing and studying competitive Exams.
- h. Specious canteen facility is provided for students and staff.
- i. Generator backup is available to all departments, class rooms, laboratories, library and office.
- j. Adequate ICT (LCD’s, Computer with internet facility, Printers, Intercom, white screens etc.) are provided to each department.
- k. Vehicle Parking Shed
- l. Free Gymnasium facility
- m. Swimming pool
- n. Sports Ground
- o. Hostel facility for both boys and girls separately
- p. Specious Administration Wing.
- q. Class rooms with adequate number of benches and other infrastructure.
- r. Separate rooms are available for each department.
- s. CCTV Cameras

- t. Internet connectivity to all departments, library and administrative office and computer laboratories.
- u. UGC network Resource Center
- v. Placement Cell
- w. IQAC room
- x. Computers along with internet facility for each and every department and office.
- y. Commerce Laboratory, Computers laboratories, Psychology laboratory, Geography Laboratory
- z. Seminar halls
- aa. Hygienic lavatory Provisions.
- bb. Separate space for Competitive Center

### 6.3.6 Human Resource Management

Parent institution of the college accepted that human resource is the most important asset of the organisation. Hence they strive to develop a constructive mind and build up the overall personality of employees. Considering the fact in to account, college has taken below initiatives as human resource management.

- To enhance the quality of teaching-learning, the faculty is encouraged to take part in seminars, workshops, conferences, orientations and refresher courses for which **leave is granted** on highest priority. Thus, it is observed that most of the faculty members used this facility effectively.
- 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 a sense of 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 following the norms and procedure laid by affiliating University and or the State 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 runs mostly traditional course. Although recently is has started professional courses like BBA & BCA and it runs the post graduate courses in Commerce and Arts.

To have a good repo and understanding and industries their practical work culture, Industrial visits are arranged by most of the departments (Economics, Commerce, BBA & BCA). During the year students visited Katraj Doodh Dairy, Mapro garden at Mahabaleshwar, 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.

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

College tie up with the below local bodies and institutions.

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

### 6.3.9 Admission of Students

- The strategy relating to admission is discussed in the IQAC meeting. Accordingly a plan is prepared for the smooth functioning of admission process.
- College runs the admission procedure online.
- Principal, Head of the Department 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 the counseling about various available courses and admission process.
- College Prospectus serves as in-hand reference. It includes detailed guideline relating to programmes/courses, optional and specialization subjects, eligibility criteria, fee structure, scholarship etc.

### 6.4 Welfare schemes for

Teaching	Pl. refer below list
Non teaching	
Students	

#### 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)

felicited 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**

NIL

**6.6 Whether annual financial audit has been done** Y

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	N		N	
Administrative	N		N	

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

For UG Programmes

Yes

No

 Y

For PG Programmes

Yes

No

 Y

Affiliating University has a rule to declare result within 45 days after the examination. Accordingly It declares result within 45 days every year.

**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 understand 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. Library Automation & In-house OPAC:**

During the academic year, library has completed the process of data feeding & started functioning with partial automation. All the bibliographic data of library records is accessible through OPAC using library software -Vridhhi. OPAC (Online Public access Catalogue) is a computerized library catalogue available for the library users, which provide access to the holdings of library different catalogues and indexes such as – Author, Subject, and Title etc. Our central library has kept separate computer in circulation and reference section for using OPAC services, so as to find out the record and location of needed document easily which helps in saving their precious time.

#### **2. Current Awareness Services (CAS) and Selective Dissemination of Information (SDI)-**

Library provides services which are popular amongst our users. CAS attempts to bring information that is current or new or of recent origin to the attention of readers and users. Thus, library renders following services to keep users aware and update about recent developments-

- Newspaper Clipping Service-Newspaper cutting of current issues, articles and news etc are collected and maintained in files for reference to users.
- Contents through journal Services- copies of special collection of articles published in national, international journals and magazine are kept for reference.
- Display on Notice board- Display of new arrival of Periodicals and Books on board, Display of Newspaper Articles related to competitive exams and career based or special articles for inspiration and encouragement of students. Display of Suvichar, Dinivishesh on notice Board is very much popular among students.
- SDI services are rendered on users demand. Library maintains separate files and records for demand base services. Generally faculties and students demand information about their study. Accordingly library provides related data through print and online sources of information to users.

### **3. Induction programmes for undergraduate students**

At the inception of the college, induction programme is organised by faculties of each department separately. In this programme, entire information relating to the department, examination pattern, library information (library visit, library collection reference services, library facilities and services, internet facility, reading facility, book bank facilities, book exhibitions), extension, curricular and co-curricular activities, cultural activities, information about other departments, Scholarships, sport facilities, infrastructural facilities, college rules and regulations etc. Thus the programme helps students to create awareness and understanding about overall information of college.

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

During the academic year, in addition to regular lectures, college organized large number of programmes and events. Few of them are as follows:

- a) College organized 10 days workshop on 'Tally ERP.9 for the students of B.Com
- b) Organized a three months 'Short term Certificate Course' by the department of Political and Public Administration.
- c) Organised successfully 45 days 'Spoken English Course' for the students of BBA & BCA.
- d) Organized successfully 6 days programme named 'VISION 2015' Programme for the overall development of students of BBA & BCA.
- e) Published a Volume of the International Referred Annual Research Journal having ISSN-2320-5881 on 05<sup>th</sup> September 2014.
- f) Organized successfully 3 days guest lecture series in the name of Barister Babasaheb Jaykar during the period from 3<sup>rd</sup> February 2015 to 5<sup>th</sup> February 2015.
- g) 5 Short term courses organized successfully.
- h) Organised Ten days 40 hours programme of Soft Skill for the students of B.Com and B.A.
- i) 17 guest lectures were arranged on difficult topics under remedial coaching course.
- j) Competitive Examination Center of the college organized 65 lecture series on different aspects relating to competitive examinations.
- k) Forwarded 2 Proposals to BCUD, Savitribai Phule Pune University and UGC for sponsorship to organize National level seminars.
- l) Faculty members send Minor Research Projects Proposals to UGC and BCUD.
- m) Feedback forms from students and alumni were collected, analysed and communicated. \

- n) On the occasion of 'Youth Festival' Vidyarthini Manch of the college arranged a camp of 'Testing of Haemoglobin of girls', where more than 100 girls tested their haemoglobin.
- o) Two tree plantation programme during the academic 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: 'Rajarshi' An International Referred Research Journal**

##### **Goal:**

- To promote research culture among teachers.
- To provide a platform to teaches and academicians to publish their research work.

##### **The Context:**

The publication of the journal named 'Rajarshri' – An Internationally referred Journal having ISSN is one of the greatest academic achievement of the college. It has provided opportunity for researchers and academicians to share their knowledge (research work) which is innovative and distinguished one.

##### **The Practice:**

College has made an attempt to offer a platform to the researchers and academicians present and publish their scholarly ideas and expertise in the subjects of their interest. It included the contributions from multidisciplinary subjects and issues which results a ready reckoner for contemporary studies in commerce, management, social sciences, languages and pure sciences. It has a separate multidisciplinary editorial board and research papers are included in the journal only after peer reviewed from the confidentially appointed committee by the editorial board. Every year college publishes its volume on 5<sup>th</sup> September i.e. on the occasion of Teachers Day.

#### **2. Title of the Practice: A Course of Spoken English**

##### **Goal:**

- To make students competent in English language.
- To enhance the communication and soft skills among students of undergraduate i.e. B.A., B. Com., BBA & BCA.

##### **Context:**

Most of the students admitted in the college are from vernacular (Marathi) language background. Even students who pass 12<sup>th</sup> examination after attempting twice or thrice are admitted in the college. Therefore to inculcate the habit of English language, communication and soft skills,

college has started a course of spoken English at free of cost at the inception of the academic year.

**Practice:**

A course of spoken English was conducted by inviting external expert resource persons during the month of August and September after the regular lecture timing for new entrants of undergraduate students. The course helped students to improve their English communication. The course taught Grammar, techniques of communication skills and personality development tactics etc. During the academic year, renowned expert faculty Prof. Mahesh Pardeshi was invited to deliver the course.

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

- To Protect and create awareness about the environment, Department of BBA & BCA organized Best from Waste, Street Play, Cook Without Gas competitions.
- Tree Plantation Programme was organized on the occasion of Birth Day Ceremony of Hon'ble Sharadchandra Pawar, President of A.B.M.S. Parishad, Pune on 12<sup>th</sup> December 2014. All NCC Cadets and student of the college took participation in this programme.
- **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 20<sup>th</sup> June 2014 to 06<sup>th</sup> July 2014.
- **63** NSS Volunteers were sent to take part in 'Cleanliness of River Mutha and Tree Plantation Programme' organised by Savitribai Phule Pune University.
- To create awareness about environment in general and farming in particular, 160 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 performed Rice Farming activities. Volunteers understood the values of farming, its efforts, work and farmers actual financial and social condition.
- 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.
- Seven days 'Special Winter Camp' was organized at/ post-Kondhur, Tal- Mulshi, Dist- Pune during the period from 18<sup>th</sup> December 2014 to 24<sup>th</sup> December 2014. Total 121 NSS Volunteers actively participated in the camp. The camp was inaugurated at the hands of Ex. Deputy President Shri Mahadevanna Kondhare, B.D.O. of Mulshi Taluka, 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 course on Environmental Awareness Programme was conducted for the students of second year B.A. and B.Com in which guest lectures of Dr. Sanjay Patil, Prof. Pravin Kokane, Prof. Ramesh Gopale, Prof. Ravindra Medhe, Prof. D.D. Pathare etc were organized on the various topic relating to environment and its issues.
- Department of Nature Association and educational tour (Nisarg Mandal & Sahal Vibhag) 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. A lecture of expert faculty Prof. Pravin Kokane, Department of Geography, University of Mumbai was arranged on the topic ‘Conservation of natural resources’.
- On 28<sup>th</sup> February 2015 students visit was arranged at Savitribai Phule Pune University on the occasion of ‘Science Day’ where students felt to conserve nature.

7.5 Whether environmental audit was conducted? Yes  No  N

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

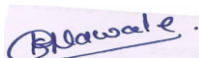
<p><b><u>Strengths:</u></b></p> <ol style="list-style-type: none"> <li>1. Committed, dedicated and research based staff.</li> <li>2. Well equipped infrastructure</li> <li>3. Students supportive activities</li> <li>4. Earn and learn scheme for both boys and girls</li> <li>5. Campus covered under electronic surveillance (for security)</li> <li>6. Organisation of seminars, workshops, programmes continuously for the overall development of students.</li> <li>7. Leading in sports at university, state, national and International level</li> </ol>	<p><b><u>Weaknesses:</u></b></p> <ol style="list-style-type: none"> <li>1. Shortage of Non-teaching staff due to Government Policy.</li> <li>2. Limited consultancy</li> <li>3. Lower participation of students in competitive examinations.</li> </ol>
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<p><b><u>Opportunities:</u></b></p> <ol style="list-style-type: none"> <li>1. Research center</li> <li>2. To apply more number of Minor and Major research projects</li> <li>3. More collaboration with outside institutions, industries and libraries.</li> <li>4. Full Automation of Library.</li> <li>5. Enhancement of Departmental library</li> <li>6. ICT facilities for teaching, learning i.e. e-resources facilities, lecture recording facility.</li> <li>7. Increase in number of publications, research articles in good Journals with impact factor, Major Research Projects.</li> </ol>	<p><b><u>Challenges:</u></b></p> <ol style="list-style-type: none"> <li>1. Students placement</li> <li>2. To attract and increase students for few courses (B.A., BBA &amp; BCA)</li> <li>3. To attract meritorious students</li> <li>4. To provide effective library services to large number of students.</li> <li>5. Participation of students in competitive examination.</li> <li>6. To tackle students as most of the students from low merit, regional Medium (Marathi medium), poor family background, slum area admitted in the college.</li> </ol>
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### **7. Plans of institution for next year**


- To apply for National level seminars to BCUD and UGC for both teaching and non teaching staff.
- To conduct workshop on Disaster Management and other relevant topics.
- To Carry out academic and green audit
- To obtain feedback from stakeholders.
- To organize Zonal and inter collegiate Sports Competitions.
- To arrange guest lectures in Staff Academy for the overall development of faculties.
- To organize short term certificate courses.
- To celebrate various days especially Hindi Bhasha day, Geography day, VISION Programme, Special Winter Camp, Yuvak Mahotsav, Visits etc.
- To conduct training workshops for teaching faculties and non-teaching staff on the topic communication skills and personality development, MIS, best practices required in office administration.
- To conduct meeting with various committees established in the college for better functioning.
- Visit to well known and reputed educational institutes and their libraries.
- To arrange campus placement drive

*Dr. Kishor Girish Nawale*



*Signature of the Coordinator, IQAC*

*Dr. Shobha B. Ingawale*



*Signature of the Chairperson, IQAC*

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