Maratha Vidya Prasarak Samaj's

Smt. Vimalaben Khimji Tejookaya [SVKT]

Arts, Science and Commerce College

Lam Road, Deolali Camp, Nashik, Maharashtra State.

ANNUAL QUALITY ASSURANCE REPORT (AQAR) FOR THE ACADEMIC YEAR 2017-18

Submitted to
Director,
National Assessment and Accreditation Council (NAAC)
Bengaluru 560072 (India)

Submitted by
Principal
S.V.K.T. Arts, Science & Commerce College,
Deolali Camp, Nashik (Maharashtra) Pin – 422401

PART – A

1.	Details of the Institution

1.1	Name of the Institution	S.V.K.T.Arts, Science and Commerce College, Deolali Camp

1.2	Address	Lam Road, Near Naka No. 6, Deolali Camp
	City / Town	Deolali Camp
	State	Maharashtra
	Pin Code	422 401
	Institutional email address	svktcollege@yahoo.co.in
	Contact Nos.	0253-2473131/32
	Name of Head of the Institution	Dr.Vijay Jagannath Medahne
	Te. No. With STD Code	0253-2473131/32
	Mobile	+91 9422256758
	Name of the IQAC Coordinator	Avinash Sudhakar Kale
	Mobile	+91 9975201656
	IQAC email address	svktcollege@yahoo.co.in

1.3	NAAC Track ID	Track ID : MHC013404

1.4	Website address	www.mvpsvktcollege.in
	Web link of the AQAR	http://www.mvpsvktcollege.in/IQAC AQAR2017-18.pdf

1.5	Accreditation Details	

Sr. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st cycle	B++	--	2004	2004-2009
2	2nd cycle	A	3.10	2012	2012-2017

1.6	Date of establishment of IQAC	15.7.2007

1.7	AQAR of the year	2017-18

1.8	Details of the previous years' AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC:	
	i) AQAR 2012-13	26.March.2014
	ii) AQAR 2013-14	December 2014

iii) AQAR 2014-15	04 June 2016
iv) AQAR 2015-16	20th October 2016
v) AQAR 2016-17	28th December 2018

| 1.9 | **Institutional Status** | |

University   State ☑   Central ☐   Deemed ☐   Private ☐

Affiliated Colleges   Yes ☑   No. ☐

Constituent College   Yes ☑   No. ☐

Autonomous College of UGS   Yes ☐   No ☑

Regulatory Agency Approved Institution   Yes ☐   No ☑

Type of Institution   Co Education ☑   Men ☐   Women ☐

   Urban ☑   Rural ☐   Tribal ☐

Financial Status   Grand-in Aid ☑   UGC 2(f) ☑   UGC 12(B) ☑

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

| 1.10 | **Type of Faculty / Programme** | |

Arts ☑   Science ☑   Commerce ☑   Law ☐   PEI (Phy.Edu) ☐

TEI (Edu) ☐   Enginee-ring ☐   Health Science ☐   Mana-gement ☐   Others ☐

| 1.11 | **Name of the Affiliating University** | **Savitribai Phule Pune University, Pune** |

| 1.12 | **Special status conferred by Central/ State Government :** **UGC/CSIR/DST/DBT/ICMR etc** |

Autonomy by State/Central Govt./University   [- -]

University with Potential for Excellence [ ]   UGC-CPE [ ]

DST Star Scheme [--]   UGC-CE [--]

2.0	IQAC Composition and Activities	

2.1	Number of teachers	06
2.2	Number of Administrative / Technical staff	02
2.3	Number of students	02
2.4	Number of Management representatives	02
2.5	Number of Alumni	02
2.6	Number of any other stakeholder and community representatives	03
2.7	Number of Employers / Industrialists	03
2.8	Number of External Experts	02
2.9	Total Number of Members	22
2.10	Number of IQAC meetings held	02
2.11	Number of meetings with various stakeholders	08

Faculty 03   Non-Teaching Staff 01   Students 02

Alumni 01   Any others [ ]

2.12	**Has IQAC received funding from UGC?**	Yes	✓	No	
	If yes, mention the amount	3,00,000/-			

2.13	**Seminar and Conference (Only quality related)** **i) No. of Seminars/ Conferences/ Workshops/ Symposia organized by the IQAC**

Total No. --   International [ ]   National [ ]

State [ ]   Institutional Level ---

2.14	**Significant Activities and Contributions Made by IQAC** • Decentralization of College administration • Different committees constituted as per seven criteria of NAAC. • Academic planning and review • Filling up of Self-appraisals from all the staff and analyzed at the end of academic year. • Review of students and staff achievements. • Monitoring all the criteria of the NAAC.

2.15	**Plan of Action by IQAC/Outcome** The plan of action chalked out by IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year.

Plan of Action	**Achievements**
• To hold student centric workshops. • To sensitize stakeholders to NAAC reaccreditation • Preparation of SSR as per new guidelines prescribed by NAAC	• Workshops like special guidance scheme, soft skills , fearless girl campaign ,Disaster Management, etc. were held successfully. • Meetings with stakeholders were held. • The IQAC discussed the matter and concluded that this activity will be initiated during this year. A committee comprised of teachers and members of the LMC was constituted.

Academic Calendar of the year attached as *Annexure 1.*

2.16	**Whether the AQAR was placed in statutory body**	Yes	✓	No	

Management ✓   Syndicate ☐   Any other body ☐

Provide the details of the action taken

- The Management of the Institute has expressed satisfaction after persuading overall activities undertaken during AQAR 2017-18 .

- The Management has assured institutional support and sustained cooperation to the college regarding the transaction of various functions and activities.

- Suitable suggestion has been made to augment research activities, publications, consultancy services and possibility of patent generation.

- Special focus is being given to the infrastructural needs.

- The Management has expressed limitations regarding vacant positions of teaching and non teaching staff due to government policies.

PART – B

CRITERIA – 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
Ph.D.	00	0	00	00
PG	02	0	02	00
UG	16	0	02*	00
PG Diploma	00	0	00	00
Advanced Diploma	00	0	00	00
Diploma	00	0	00	00
Certificate	00	0		00
Others	00	0	00	00
Total	**16**	**0**	**04**	**00**

Inter disciplinary	00	0 0	00	00
Innovative	00	0	00	00

*TYBSc. Physics and Botany

UG Arts	08
UG Science	06
UG Commerce	02
PG Arts	01
PG Science	00
PG Commerce	01
M.Phil. Arts	00
M.Phil. Science	00
Ph.D. Arts	00
Ph.D. Science	00
Other	00
Total	**18**

1.2	**Flexibility of the curriculum**: CBCS/Core/ Elective options/ Open options CBCS i) As per the guidelines of the University Choice Based Credit System is implemented by the College for both the years of all PG Courses .

	ii) As per the regulations of the University, college offers combination of subjects to UG. Iii) Students are provided flexibility within available subjects to opt for courses of his choice from the programme. .iv) College has implemented University's prescribed choice based skill development programme for second year PG students.

Pattern	Number of Programmes
Semester	09
Trimester	00
Annual	09

1.3	Feed back from stake holders*

Alumni ☐   Parents ☐   Employers ☐   Students ✓

Mode of feed back   Online ☐   Manual ✓

Summary of Feedback on teachers

Grade	Score	Number of students	% of teachers
SCIENCE			
Very Good	90-100	40	20
Good	70-89.99	119	78
Average	50-69.99	1	2
Below Average	30 – 49.99	0	00
Total		**160**	**100**
ARTS			
Excellent	90-100	60	54
Good	70-89.99	51	46
Total		**110**	**100**
COMMERCE			
Excellent	90-100	270	68
Good	70-89.99	130	33
Average	50-69.99	--	
Below Average	30 – 49.99	--	
Total		**400**	**100**

1.4	Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects. - Introduction and implementation of credit system at PG courses in 2013-14. - Regular evaluation for each course in credit system.

1.5	Any new Department/Centre introduced during the year. If yes, give details. **UG courses -Nil**

CRITERION – II
TEACHING, LEARNING AND EVALUATION

2.1	Permanent Faculty:	Total	Assistant Professors	Associate Professors	Professors	Others
	Grant	33	11	19	0	03*
	Non-Grant	10	10	-	-	00
	Total	42	21	19	0	03

* Principal, Librarian, Physical Director.

2.2	Number of Permanent Faculty with Ph.D.	08(G+NG)+05 registered

2.3	Number of Faculty Positions Recruited (R) and Vacant (V) during the year	Assistant Professors		Associate Professors		Professors		Others		Total	
		R	V	R	V	R	V	R	V	R	V
	Grant –in –aid	13*	--	17**	03					30	03
	Non Grant	10	--	--	--	--	--	--	--	10	--

* Including Librarian and Phy. Director

** Including Principal

2.4	Number of Guest, Visiting and Temporary Faculty	---	---	---

2.5	Faculty participation in conferences and symposia

Number of Faculty	International	National level	State level
Attended Seminars	03	14	23
Presented papers	03	10	12
Resource Person	00	02	01

2.6	**Innovative processes adopted by the Institution in Teaching and Learning**.
	PPT presentation, Seminars, Demonstrations, Use of charts, Models, Problem solving, study tours, books, educational CDs, Smart board teaching, assignments. Projects and surveys. Virtual lectures,

2.7	Total Number of actual teaching days during this academic year	**256**

2.8	**Examination/ Evaluation Reforms initiated by the Institution** : (e.g. Open Book Examination, Bar Coding, Double Valuation, Provision of Photocopy, Online MCQs)

Group discussion • **Oral test** • **Continuous evaluation** • **Home assignments** • **MCQ** • **Double valuation**	• **Topic wise tests** • **Bar Coding** • **Photocopy** • **Quiz and debates** • **Projects and surveys** • **CCTV surveillance**

2.9	Number of faculty members involved in curriculum restructuring/ revision/ syllabus development as member of Board of Study/Faculty/ Curriculum Development workshop	--	--	---

2.10	Average percentage of attendance of students	More than 75%

2.11	Course/ Program wise distribution of pass percentage

Program	Course	Total number of students appeared	Division Distinction No.s (%)	Division 1st Class Nos. (%)	Division 2nd Class Nos.	Division Pass Class Nos.	Total %
ARTS FACULTY : UNDERGRADUATE PROGRAMS							
B.A. Economics	UG	34	02	08	12	07	85
B.A. English	UG	14	00	02	06	03	78
B.A. History	UG	80	04	17	19	19	74
B.A. Psychology	UG	40	07	13	18	02	100
B.A. Political Science	UG	23	01	06	12	04	100

SCIENCE FACULTY : UNDERGRADUATE PROGRAMS							
B.Sc. Chemistry	UG	12	11	01	00	00	100
B.Sc. Microbiology	UG	22	04	07	03	00	64
B.Sc. Botany	UG	18	07	11	00	00	100%
B.Sc. Physics	UG	020	09	00	07	00	80
COMMERCE FACULTY : UNDERGRADUATE PROGRAMS							
B.Com Marketing	UG	41	09	19	10	01	87
B.com Cost and work accounting	UG	93	02	05	34	13	58
COMMERCE FACULTY : POST GRADUATE PROGRAMS							
M.Com. Administration	PG	45	01	13	05	26	100
ARTS FACULTY : POST GRADUATE PROGRAMS							
M.A.Economics	P.G.	11	01	06	03	00	91

2.12	How does IQAC contribute/ Monitor/ Evaluate the Teaching & Learning Process.

- The teaching-learning process in the college is monitored by the Heads of Departments.
- The IQAC monitors the execution of different committees working on matters like Timetables, Examinations, Assessment schedules and Revaluation of answer papers.
- These committees report directly to the Chairperson of the IQAC (Principal of the College).
- Meetings on important matters are called and monitored by the IQAC Coordinator.
- Teacher evaluations (UGC API for CAS) are a purview of the IQAC. Any guidance required in this matter is referred to the IQAC.
- At the end of the year examination results are compiled, evaluated and put up to the Principal.
- Interventions regarding improvement are made accordingly.

2.13	Initiatives undertaken towards faculty development

Faculty / Staff Development Programs	Number of Faculty benefitted
Refresher courses	01
UGC – Faculty Improvement Program	01
HRD programmes	--
Orientation programmes	--
Faculty exchange programme	--
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	--
Others	--
TOTAL	**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 temporari
Administrative Staff	06	17	00	11
Technical Staff	16	10	00	--

CRITERION – III
RESEARCH, CONSULTANCY AND EXTENSION

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

- Research has always been one of the strengths of the college.
- The Research Committee has been strengthened and active researchers included in this Committee.
- Separate Academic Research Coordinator (ARC) is appointed for conveying information about research related activities.
- All research proposals are screened, approved and submitted to various funding agencies (UGC, University of Pune,) for financial support.
- To supplement research facilities, laboratories are continuously upgraded.
- Institute allows staff to attend seminars, conferences, workshops and present their research work.
- Various sessions are conducted by the faculty members to encourage and create awareness about the research among the students,
- Students are encouraged to participate in various research activities. Students of our college participated and presented their research work in 'AVISHKAR' competition at University level.

3.2	**Details regarding Major projects**

	Completed	**Ongoing**	**Sanctioned**	**Submitted**
Number	--	--	01	--
Outlay in Rs. Lakhs	--	--	8	--

3.3	**Details regarding Minor Projects**

	Completed	**Ongoing**	**Sanctioned**	**Submitted**
Number	--	--	--	--
Outlay in Rs. Lakhs	--	--	--	--

3.4	**Details on Research Publication**

	International	**National**	**Others**
Peer Review Journals	02	02	---
Non-Peer Review Journals	--	--	---
e-Journals	03	03	---
Conference proceedings	--	02	---

3.5	**Details on Impact factor of publications**

Range [ ]   Average [ ]   h-index [3]   Nos. of SCOPUS [ ]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	01	DBT	8 lakhs	6 lakhs
Minor Projects	--	--	--	--
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects (other than compulsory by the University)	--	--	--	--
Any other(Specify)	--	--	--	--
Total				

3.7	**No. of books published**

i) With ISBN No.   [01]   Chapters in Edited Books   [-]

ii) Without ISBN No.   [ ]

3.8	**No. of University Departments receiving funds from**

UGC-SAP [ ]   CAS [ ]   DST-FIST [ ]

DPE [ ]   DBT Scheme/ funds [ ]

3.9	**For colleges**

Autonomy [—]   CPE [—]   DBT Star Scheme [ ]

INSPIRE [ ]   CE [ ]   Any other (Specify) [01]

3.10	Revenue generated through consultancy	---

3.11	No. of conferences organized by the Institution

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

3.12	No. of faculty served as experts, chairpersons or resource persons	01

3.13	No. of collaborations

International [ ]　　　　National [ ]　　　　Any other [03]

3.14	No. of linkages created during this year	**04**

3.15	Total budget for research for current year in lakhs

From Funding Agency [06]

From Management of University/ College [---]

Total… [06]

3.16	No. of patents received this year	---

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

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

Total	International	National	State	University	District	College
--	--	--	--	--	--	--

3.18	No. of faculty from the Institution who are Ph.D. Guides and students registered under them	04	10

3.19	No. of Ph.D. awarded by faculty from the Institution	05

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

JRF [　　]   SRF [　　]   Project Fellows [　　]   Any other [　　]

3.21	No. of students participated in NSS events

University Level   [04]   State Level   [00]

National Level   [--]   International Level   [--]

3.22	No. of students participated in NCC events.

University Level   [　　]   State Level   [--]

National Level   [03]   International Level   [--]

3.23	No. of Awards won in NSS

University Level   [--]   State Level   [--]

National Level   [--]   International Level   [--]

3.24	No. of Awards won in NCC

University Level   [　　]   State Level   [--]

National Level   [00]   International Level   --

3.25	No. of Extension activities organized

University Level	--	College forum	00
NCC	--	NSS	05

Any other	01

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

- Tree Plantation in college campus and adopted village.

- Ganesh Idol collection *Nirmalya* Collection during *Ganesh Visarjan*

- Blood Donation camp .

- General Health checkup camp was organized by Institution's Dr. Vasantrao Pawar Medical College Adgaon,Nashik.

- Traffic awareness program by organizing rally

- Rally was organized to create awareness about fuel and water conservation.

- Celebration of 'Consumer Day'.

- Celebration of 'World Human Rights Day'.

- 'World Yoga Day' was celebrated.

CRITERION – IV
INFRASTRUCTURE AND LEARNING RESOURCES

4.1	Details of increase in infrastructure facilities

Facilities	Existing 2016-17	Newly created 2017-18	Source of Fund	Total
Campus area	5650 sq. Mt.	00	Not applicable	5650 sq. Mt.
Class rooms	28	00	00	00
Laboratories	06	01	00	07
Seminar Halls	02	00	00	00
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	19	15	College, UGC	34
Value of the equipment purchased during the year (Rs. in Lakhs)	2,45,355	1,53,175	College, UGC	3,98,530
Others	1,83,968	2,85,014	- College, UGC	4,6982

4.2	Computerization of administration and Library

- The college office has strengthened the use of the specialized software (for management of the data regarding students, teachers, all Government Resolutions, roll calls, etc.).

- The central library of college is fully computerized.

- The **'INFLIBNET'** network for e- journals.

- Electronic storage for e-journals and e –books.

- Bar coding of all text books and reference books. Books are issued and returned is automated through bar code.

- The OPAC system is implemented since 2012-13.

- The Library is making efficient use of its IT soft developers software for accession

4.3	Library Services

	Existing (2016-17)		Newly added (2017-18)		Total	
	No.	Value	No.	Value	No.	Value
Text Books	15595	13,63,649	667	1,15,306	16,262	14,78,955
Siddivinayak Book Bank	1063	17,61,55	1390	2,52,357	2453	4,28,512
Others (Poetry, Novel, drama etc.)	1059	1,18'220	18	685	1077	1,18,905
Reference Books	4406	18,27,625	18	3,350	4424	18,30,975
e-Books	97000	5750 (nlist)	97000	5,900	97000	5900
Journals	62	40174	63	49001	63	49,001
e-Journals	6000	5750	6000	5,900	6000	5900
Digital Database	-	-	--	--	--	--
CD & Video	222	3259	222	33319	222	33319
Others (specify)(Braille books)	36	10581	36	10581	36	10581

4.4	Technology up-gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	27	01	15	15	--	01	13	--
Added	14	--	02	02	--	Nil	Nil	--
Total	41	01	17	17	--	01	13	--

4.5	Computer, Internet access, training to teachers and students and any other programme for technology up-gradation (Networking, e-governance etc).	NIL

4.6	Amount spent on maintenance in lakhs.

i) ICT (SMS system, computer repairing,

   Internet monthly subscription etc.)   1,40,441

ii) Campus Infrastructure and facilities   13,05,852

iii) Equipments and Others   4,75,406

iv) **Total…**   **19,21,699**

CRITERION –V
STUDENT SUPPORT AND PROGRESSION

5.1	Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC in conjunction with the collage staff including the heads of the various department and faculty hold a meeting to discuss the enhancement of the student support services such as

- **Commuting facilities**
  - Students were informed regarding concessional pass and Parking slots.
  - Separate parking is available for staff and students.

- **Financial support**
  - Scholarships
  - Prizes sponsored by philanthropic persons, and organization .
  - Earn and learn Scheme
  - Various schemes for economically backward scholar students.

- **Library Facilities**
  - Separate Reading rooms for girls and boys
  - Departmental library
  - E learning centre
  - Book bank scheme
  - Braille books for visually challenged students

- **Grievances Redressal cell.**
  - *'Vishakha Samiti'* for girls and ladies staff
  - Grievances redressal cell for students.

- **Health and Personal Hygiene**
  - Drinking water (Water purifier) and cooler
  - Separate wash rooms for gents and ladies.
  - Health check up camp for students of (FY BA/B.Com/ B.Sc. and MA MCom).
  - Anti drug awareness camp.

- **Recreation**
  - Indoor and outdoor sports facilities
  - Various cultural events for students.
  - Ladies common room
  - Canteen Facilities.

- **Discipline and security**
  - Anti ragging committee
  - Awareness regarding prevention against sexual harassment.
  - Discipline committee
  - CCTV surveillance on campus.

- **Communication Facilities**
  - SMS Facility
  - College web site
  - Common and departmental notice boards.
  - Intercom service.

- **For Physically Challenged Students**
  - Braille books.
  - Ramp facility.

5.2	Efforts made by the Institution for tracking the progression

- Evaluation of feedback by teachers taken from students
- Feedback on syllabus by teachers.
- Promotion of students research activities.
- Invitation for campus interview and orientation programs organized for students.
- Student mentor system.
- Career counselling.
- Cultural programs and co curricular activities.
- *'Vidyarthini manch'* for female students.
- Organization of lecture series and events for personality development.

5.3	(a) Total number of Students

UG	PG	Ph. D.	Others	Total
1,858	132	--	--	1990

(b) No. of students outside the state	10

(c) No. of International students	Nil

No.	%		No.	%	
862	43.31	Men	1128	57	Women

	Last Year 16-17						This Year 17-18						
General	SC	ST	OBC	NT	Phy. Challen-ged	Total	General	SC	ST	OBC	NT	Phy. Challen-ged	Total
741	278	70	526	122	01	1738	794	325	94	640	133	04	1990

Demand ratio 1:1   **Dropout %   0**

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

- The Competitive Examination Cell has been conducting programmes regularly.
- Teachers guide our students every year
- No. of students beneficiaries | 15 |

5.5	**No. of students qualified in these examination**

NET | --- | SET/SLET | -- | GATE | --- | CAT | --- |

IAS/IPS etc | --- | State PSC | -- | UPSC | --- | Other | --- |

5.6	**Details of student counseling and career guidance**

Psychology department conducts tests for career guidance.

The activities that are carried out are as

a) Counseling,

b) Psychological tests,

c) Counseling of students after testing of aptitude,

d) Problem analysis

e) Guidance for problem solving

f) Career guidance

No. of students benefitted | 20 |

| 5.7 | Details of campus placement |

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
02	20	03	10

| 5.8 | Details of gender sensitization programmes : |

Gender sensitization programmes especially for girls are regularly conducted through..

- *Vidyarthini Manch*
- *Nirbhay Kanya Abhiyan*

| 5.9 | Students Activities |

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

State / University Level/Zonal | 31 | National Level | 04 |

International Level | -- |

No. of students participated in cultural events

State / University Level | -- | National Level | -- |

International Level | -- |

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

Sports :
State / University Level | -- | National Level | -- |

International Level | -- |

Cultural :

State / University Level	--	National Level	--

International Level | -- |

5.10	Scholarships and Financial support

	Number of students	**Amount**
Financial support from institution	---	----
Financial support from government	593	11,08,580
Financial support from other sources	--	--
Number of students who received International/ National recognitions	--	--

5.11	**Student organized / 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	04

- Literacy campaign
- AIDS Awareness rally
- Environment and save fuel programmes
- Participation in Disaster Management Programme.
- Writing local history of nearby villages.
- Swatch Bharat rally (cleanliness campaign).

➢ **NSS:**

- Active participation in tree plantation

- Blood donation

- Cleanliness Campaign at railway station , college .

- Village development activities.

➢ **NCC:**

- Conducted blood donation camp

- Tree plantation in college campus and Cleanliness campaign

- Volunteering as 'Police Mitra' during Ganesh festival, Navaratri and at MVP's National Marathon

- Participation in save fuel campaign

5.13	Major Grievances of Students (if any) Redressed

The grievance was mainly regarding;

i)   Time table and bus timing

ii)   Library facilities,

iii)   Cleanliness of class rooms, drinking water, wash rooms

iv)   Use of IT labs. Infrastructure .etc

The grievances were discussed by the 'student's grievance and redressel' cell in the presence of Principal, Student Welfare Officer and resolved by...

i)   Making suitable changes in time table

ii)   IT lab will be used by student without any charge.

iv)   Services for maintaining hygienic conditions in the collage, improvement of infrastructure and repairing,.

v)   Regular, fresh and clean drinking water with purifier provided to student.

vi)   Letters were sent to the manger of state transport for providing additional buses and also separate buses for girl student.

CRITERION – VI
GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1	State the Vision and Mission of the Institution

- **Vision**

   Our vision as an educational institution is to contribute in nation building by imparting academic excellence, social awareness and inculcating moral and ethical values amongst the students, representing different strata of society.

- **Mission**

   The mission is to..

   - Enhance the level of education in rural areas

   - Support students from underprivileged, rural and defence background

   - Equip students with necessary skills to compete in a technologically advanced global scenario.

   - Acquiring education which is appropriate for meeting the current challenges.

6.2	Does the Institution have a management Information System?	Yes

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

6.3.1	Curriculum Development

- Three teachers of the college were involved in curriculum development.

- Three teachers were involved as the Board of Studies and Resource Persons at Syllabus Detailing Workshops.

6.3.2	Teaching and Learning

- Use of ICT tools such as Smart Boards, LCD projectors audio video CDs, Internet, Educational software, e-books.

- Group discussion, quiz, paper presentation.

- Audio visual tools and films by English department for effective teaching.

- Research projects assigned to students of second year BA, B.Com, and B.Sc.

- Epidemiological survey conducted by Microbiology department.
- Department of History, Botany, Zoology, Microbiology, English, Geography, and Chemistry organize study tours and Industrial visits.

6.3.3	Examination and Evaluation

- Teachers assess students in their own innovative manner through extra tests, quizzes, group discussions, seminar presentations, assignments etc. at the departmental level.
- PG students are evaluated as per credit based evaluation, assignments, review of research papers, seminars and projects.

6.3.4	Research and Development

- College has well equipped science labs.
- The College has 04 recognized Ph.D. guides under which 10 students have registered and 02 students were awarded Ph.D. Degree till date.
- 01 ongoing Major research projects in Microbiology Department.
- Provision of financial assistance for attending International, National, and State level seminars/ Conferences / Workshops by management.
- Students are also encouraged to participate in State level research competitions such as the *AVISHKAR* (a research project competition conducted at the State level through the respective Universities).

6.3.5	Library, ICT and Physical Infrastructure / Instrumentation

- The college has
  - Books – 16262
  - Journals – 63
  - SSBS (*Siddhivinayak Book Bank Scheme*)- 2453
  - News paper -16
  - e- books- 135000+
  - e- journals – 6000+
  - CDs - 222

- With the intention of creating on-line library access to all stakeholders, the Librarian has initiated this access through providing passwords to each department to check library books and their availability.
- Instrumentation has also continued to increase

6.3.6	**Human Resource Management**

- Interdepartmental transfers of non-teaching staff are necessitated to encourage gathering of work experience in all areas / departments. Such transfers are regulated by the Principal.
- Those teachers appointed for the Grant-in-aid courses and those who are in the probation period are also assessed for their annual performances before continuing their sources.
- Students feedback is sought for comprehensive evaluation of faculty.
- For faculty improvement the head of the institution peruses the report and make necessary appraisal of all faculties and non teaching staff.
- Reports are submitted to the management for necessary action.
- Faculty attends Refresher, Orientation, Short term courses, Faculty Development programme to update their knowledge.

6.3.7	**Faculty and Staff Recruitment**

- The Institute has initiated the process of appointing administrative and other non-teaching staff this year as per the norms of UGC and State Govt.
- The Roster has been updated and presented to the University and State Government.

6.3.8	**Industry Interaction / Collaboration**

- Interactions and collaborations are facilitated through research projects and consultancy.
- Our college has tie up with Shivananda Industry, Santakripa hospitals, Mahindra and Mahindra, Cantonment School, Padsad (school for deaf and Dumb), Gharkul (for special child).
- Collaboration with Ashvamedh Envirolab for training and field visits.
- Special Lectures, Memorial Lectures and Alumni in Industry, who help the institution with placement and counselling.

6.3.9	**Admission of Students**

- Since student's strength has not been a major problem for the college.
- On-line application system has been implemented from this year.
- Merit and category quota is followed as per Government rules.

6.4	Welfare Schemes for	

Teaching	06*
Non teaching	06*
Students	10**

* Teaching and non teaching staff have the option of
- Loans from MVP Sevak Society and College teachers's Society.
- Sevak Kalyan fund.
- Medicalim facilities
- Group LIC.
- PF and Gratuity.
- Felicitations of meritorious and retired employees.

** For students
- Medical check up,
- Anti ragging cell,
- Counseling cell,
- Grievance redressal cell ,
- Placement cell.
- Vidyarthi Kalyan Nidhi
- Poor boys fund
- Earn and Learn Scheme.
- Scholarship for Meritorial Students.
- Vidyarthi Suraksha Nidhi

6.5	Total Corpus Fund Generated	44,11,523.45

6.6	Whether annual financial audit has been done	Yes	✓	No	

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

Audit Type	External		Internal	
Academic	✓	--	✓	--
Administrative	✓	--	✓	--

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

For UG Programme   Yes   ✓   No.

For PG Programmes   Yes   No.   ✓

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**

Not Applicable

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

- The Alumni activities are supported and conducted at the Departmental level. Yearly meeting is called to interact with them.
- We take their suggestions, experience for welfare of present students as well as for college.

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

- Parent-Teacher meetings / activities are supported and conducted at the Departmental level whenever there are some important issues related to students, syllabus etc.
- Meetings are arranged at the beginning of academic year.

6.13	**Development Programmes for support staff**

- 'Staff Academy' is conducted in the college for imparting and exchanging knowledge other than their field of teaching.
- Informal training is given for the faculty by computer dept.

6.14	**Initiatives taken by the Institution to make the campus Eco-Friendly**

- Installation of Solar Panels.
- Clean' generators for power back-up
- Vermi composting of campus waste.
- Installation of Sprinklers and drip system for irrigation of plants.
- Rain water harvesting.
- Online admission and examination forms.
- E- mail and SMS services for notices and College web site for communication to students and staff to make efforts for paperless office .
- Cleanliness and sanitation.

CRITERION – VII
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.**

- Use of ICT for effective teaching by faculty.
- Paper presentations, group discussions for effective teaching and learning.
- Book bank Scheme for economically weaker students.
- Lectures of renowned visiting faculties.

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

As per the action plan chalked out at the beginning of academic year 2017-2018,

- English, History and Political sciences and commerce departments organized seminars,
- The lectures of guest faculty were organized in the college.
- Teachers applied for minor research project to UGC and BCUD for research grants.
- Organized workshops, field visits and excursion tours for the students .
- Blood donation camps, cleanliness campaigns, rallies to save environment and traffic safety were organized in campus and off the campus.

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

7.4	**Contribution to environmental awareness / protection**

Plantation of trees and sowing of seeds in collaboration with the panchayat members of the adopted village.

- Collection of Plaster of Paris Ganesh Idol during Ganesh Visarjan Festival
- Collection of plastic wastes from devotees during Ganesh Visarjan.

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

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

❖ **Strengths**

- Well qualified, disciplined and dedicated faculty.

- ICT –enabled well equipped departments.

- Student –centric activities.

- Gender and environment sensitive approach of management, faculty and students.

- Education to underprivileged and marginalized class of society.

- Computerized admission, examination, library and other services.

- Extended intercom system for easy communication.

- CCTV surveillance for smooth administration.

- Bulk SMS service for effective communication with students.

- Wide range of co-curricular and extension activities.

- Researchers with good no. of research publications

- Best learning resources in the library and departments.

- Soft Skills development programme implementation for students.

- Guidance for recruitment of college students in defence departments.

- Excellent co-ordination between Management, Principal, Heads of the Departments, faculty and administrative staff.

❖ **Weakness**

- Restricted space for infrastructural expansion**.**

- Vacant non-teaching / teaching posts due to the Government policies

- Insufficient collaborations and consultancy activities

- Effective MIS is yet to be developed

❖ **Opportunities**

- Establish linkages with industry.

- Add More PG courses and research centre

- Implementation of Self-financed courses.

- Strengthening of parent teacher association.

- Planning for more MOU with Industries and Institutions.

❖ **Threats**

- Job oriented courses course are gaining more importance at the detriment of arts, social sciences and basic sciences.

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

- Preparations for the upcoming 3rd Cycle of NAAC Reaccreditation of the College.
- Continuation of Best Practices.
- Campus development program.
- Organization of State and National level seminars and conferences.
- Maximum use of ICT in teaching.
- Encourage faculty members for UGC and BCUD research projects
- Strengthen PG programmes.
- Enhancing teaching learning practices to support placement and progression of students.
- Organize more placement camps in the college.
- Encourage faculty to present research papers in seminar and conferences and publish research papers in renowned journals.

Co-ordinator,
IQAC

Chairperson,
IQAC
PRINCIPAL
Smt. Vimlaben Khimji Tejookaya,
Arts, Science & Commerce College
Deolali-Camp, (Nasik)

ANNEXURE - I

ACADEMIC CALENDAR 2017-2018

Month	Activity
May 2017	• Advertisements for BA, B.Com and B.Sc... Admissions (Newspapers & College Website) • Printing of Admission Forms and Prospectus
June 2017	• Publication and distribution of Timetables (2016-17) • Results of 12th Standard • Admissions for UG classes • Declaration of Results by the University • Commencement of UG classes
July 2017	• Admissions for PG classes • Submission of proposals to BCUD (SSPU)
August 2017	• *IQAC Meeting* • Compilation of Students Results for 2015-16 • Commencement of PG classes
September 2017	• Internal Examination for BSc
October 2017	• Internal Examinations for PG • Commencement of University Examinations (UG)
Oct.-Nov. 2017	• Diwali Vacation
November 2017	• Commencement of 2nd Term (UG)
December 2017	• IQAC Meeting • Seminars and conferences organization
January 2018	• Commencement of MA & M,Com Sem II / IV • *Kala Mandal (Arts Circle)*Annual Program, Sports week, youth week • Seminars & Workshops (UGC,BCUD) • Study tours, field visits
February 2018	• Internal Examination for UG classes,12th std. annual practical exams • Collection of information for '*Sarathya' (*College Magazine)
March 2018	• IQAC Meeting for all staff (orientation for accreditation) • Internal Examinations for PG classes • University Examination for UG (practical) • Submission of Expenses for the Departments to office for coming academic year.
April 2018	• Laboratory stock checking • End of academic year
May 2018	• University Examination for PG

ANNEXURE - II

BEST PRACTICES

Best Practice I :

Drinking Water Testing of College Staff and Students

Goal:

- To check portability of drinking water.

- To provide services to Community

- To keep students and staff healthy and physically fit for the academic work

1. ### The Context:

   - Water used for drinking purpose is a source of many waterborne diseases.

   - Prior checking is always helpful for prevention of these waterborne diseases.

   - This saves health, time and money of the individual.

2. ### The Practice:

   This practice includes..

   - Collection of water samples from staff, students and civilians close to the campus from their houses in sterile containers provided by Microbiology department of the college

   - Its testing in the Microbiology lab for presence of pathogenic bacteria

   - Filling up of form and distribution of quality certificate.

   - Suggestions are given for treatment of water if sample is found positive .

3. ### Evidence of Success:

   - This practice developed awareness about drinking water quality among staff and students.

   - Since no fee is charged ,it saved time and money of the individuals which is not affordable when done form commercial agencies.

   - Practical skills of final year students of Microbiology were improved.

4. ### Problems Encountered and Resources Required:

   Additional media, chemicals and glass wares are needed when large of samples are collected , which stretch annual budget of the department.

Best Practice II

HEALTH SERVICES (Blood Group and Hemoglobin Check up)

Goal:

- To check health problems of students and staff
- To provide services to Community
- To keep students and staff healthy and physically fit for the academic work.

1.   The Context:

The college is proud to have high number of girl students admitted to various UG/PG programmes run by it. Most of these girl students have low socio economic status, rural and illiterate family background. These girls are in the adolescence phase of life cycle which needs higher iron intake due to excessive bleeding during menstrual cycle . This is a major cause for anemia amongst them. Low dietary intake of iron, blood loss due to Hookworm infestation and Malaria are the other causes of iron deficiency. This can adversely influence their physical well being and academic performance. Considering the above, the management of our college has adopted the policy of compulsory hemoglobin and blood group check up. Our college is committed to fulfill its social responsibility by conducting such kind of activity.

2.   The Practice:

This practice includes hemoglobin & blood group check up of girl students followed by remedial measures. Estimation of hemoglobin and blood group of all girls' students of college is done every year. The detail history of each student regarding menstrual problems & other health problems is taken. Proper medicines, tonics and De-worming tablets are given to all students. The college alumni, teaching and non teaching staff of the college, doctors from Nasik city, philanthropic individuals and organizations from and around Nasik city, generously donate iron and nutritional supplement tablets and tonics for the students. Follow-up of students is taken every month to observe improvement and problems are solved by counseling. Healthy eating habits are imbibed in students. Awareness against ill effects of junk food is also created.

3. **Evidence of Success**:

This practice has succeeded in developing awareness about anemia. It has improved hemoglobin percentage in the anemic girl students. The girl students have been de-wormed. The blood group of every girl student has been identified. It has helped to identify Rh–ve girls. Such girls are high risk future mothers so parent counseling is done to avoid complications during pregnancy and delivery. Importance of Anti-D injection is explained to them. In Future our plan is to install a sanitary napkin vending machine to provide low cost safe sanitary napkins to the girl students. The girl students have expressed their satisfaction about the practice. Overall effect of this practice is all round development, improved attendance and excellent academic performance of girl students.

4. **Problems Encountered and Resources Required:**

Most of the girl students studying in the college have poor, rural and uneducated family background. Hence, initially, efforts have to be taken to create awareness about anemia, Rh–ve factor of blood group. The college management has made hemoglobin percentage check up, blood group determination in free of cost. The practice requires the resources like sterile syringes with needles, surgical spirit, medicinal cotton, dietary iron and nutritional supplement tablets and tonics, weighing machine, height chart, distilled water and trained medical personnel.