### SATARA MARATHA VIDYA PRASARAK SAMAJ, SATARA

## ARTS AND COMMERCE COLLEGE, SATARA

INTERNAL QUALITY ASSURANCE CELL (IQAC)

ANNUAL QUALITY ASSURANCE REPORT

Academic Year: 2015-16

COLLEGE TRAC ID- 15089

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

## Part - A

### 1. Details of the Institution

1. Details of the institution	UII
1.1 Name of the Institution	ARTS AND COMMERCE COLLEGE, SATARA
1.2 Address Line 1	51, YADOGOPAL PETH, SATARA
Address Line 2	TAL-SATARA, DIST-SATARA
City/Town	SATARA
State	MAHARASHTRA
Pin Code	415002
Institution e-mail address	accollege1972@rediffmail.com
Contact Nos.	Office- 02162 280235
Name of the Head of the Instit	rution: PRIN.DR.Y.S.PATNE
Tel. No. with STD Code:	O2162-280235
Mobile:	9422606177
Name of the IQAC Co-ordinator:	DR. RAVINDRA K. CHAVAN
Mobile:	9922639268,

IQAC e-mail address:	accollegeiqac@rediffmail.com
1.3 NAAC Track ID	- 15089
1.4 Website address:	www.acccollegesatara.in
Web-link of the AQAR:	vww.accollegesatara.in/IQAC/aqar 2015-16

#### 1.5 Accreditation Details

				Year of	
Sl. No.	Cycle	Grade	ade CGPA	Accreditatio	Validity Period
				n	
1	1st Cycle	C++	68.15	2004	15/2/2009
2	2 <sup>nd</sup> Cycle	С	1.71	2013	04/01/2018
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

08/08/2004

#### 1.7 AQAR for the year

2015-16

 $1.8\ Details\ of\ the\ previous\ year's\ AQAR\ submitted\ to\ NAAC\ after\ the\ latest\ Assessment\ and$ 

Accreditation by NAAC ((for example AQAR 2010-11submitted to NAAC on 12-10-2011)

- 1) AQAR 2013-14 SUBMITTED TO NAAC ON 03-10-2014
- 2) AQAR 2014-15 SUBMITTED TO NAAC ON 31-12-2015.
- 3) AQAR 2015-16 SUBMITTED TO NAAC ON 23-02-2017

#### 1.9 Institutional Status

University	State Central - Deemed - Private	
Affiliated College	Yes No	
Constituent College	Yes No	

Autonomous college of UGC Yes No
Regulatory Agency approved Institution Yes No
(e.g. 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
1.10 Type of Faculty/Programme
Arts Science Commerce Law PEI (Phys Edu)
TEI (Edu) Engineering Health Science Management
Others (Specify)
1.11 Name of the Affiliating University (for the Colleges) SHIVAJI UNIVERSITY, KOLHAPUR  1.12 Special status conferred by Central/ State Government UGC/CSIR/DST/DBT/ICMR etc
NIL
Autonomy by State/Central Govt. / University
University with Potential for Excellence UGC-CPE
DST Star Scheme UGC-CE
UGC-Special Assistance Programme DST-FIST
UGC-Innovative PG programmes any other (Specify)
UGC-COP Programmes

2. IQAC Composition and Activities	<u>i</u>
2.1 No. of Teachers	08
2.2 No. of Administrative/Technical staff	02
2.3 No. of students	
2.4 No. of Management representatives	01
2.5 No. of Alumni	01
2. 6 No. of any other stakeholder and	02
Community representatives	
2.7 No. of Employers/ Industrialists	01
2.8 No. of other External Experts	01
2.9 Total No. of members	17
2.10 No. of IQAC meetings held	04
2.11 No. of meetings with various stakeholders:	No. Total 06 Faculty 02
Non-Teaching Staff 02 Alumni 01	Others (PTA) 01
2.12 Has IQAC received any funding from UGC d	uring the year? Yes No
If yes, mention the amount	
2.13 Seminars and Conferences (only quality rel	ated)
(i) No. of Seminars/Conferences/ Workshop	os/Symposia organized by the IQAC
Total Nos . 01 International -	National - State Institution Level- 01
(ii) Themes <b>Documentation for NAA</b>	C reaccreditation and role of IQAC.
2.14 Significant Activities and contributions mad	de by IQAC

1) Preparation of Academic Calendar and Action Plans of every department and

2) Internal Evaluation System

3) Academic and Administrative Audit

committee

#### 2.15 Plan of Action by IQAC/Outcome

(Annexure- I)

The plan of action chalked out by the IQAC at the beginning of the year towards quality enhancement and the outcome achieved are assessed at the end of the year by Academic Committee.

Attached the Academic Calendar and Achievements or Outcomes of the year 2015-16 as

2.15 Whether the	AQAR was	placed in statutoi	ry bod	dy Yes	No
Management	<b>✓</b>	Syndicate		any other body	Local Management Committee

Provide the details of the action taken

- ➤ The AQAR of IQAC for Academic Year 2014-15 was placed before management of the institute and Local Management Committee (LMC). No suggestions received to the IQAC.
- The AQAR of IQAC for Academic Year 2015-16 is placed before management of the institute and Local Management Committee (LMC). If any suggestion received to

#### Criterion - I

### 1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	2		02	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	04			
Others				
Total	06		02	
Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	2
Trimester	
Annual	

#### 1.3 Feedback from stakeholders\*

Mode of feedback : Manual

\* provided an analysis of the feedback in the Annexure

Annexure-II Analysis of alumni feedback

Annexure- III Analysis of parent's feedback

Annexure- IV Analysis of student's feedback on curriculum

Annexure- V Analysis of student's feedback on Co-curricular & Extension Activities

Annexure- VI Analysis of teacher's evaluation by student's (Arts Faculty)

Annexure- VII Analysis of teacher's evaluation by student's (Commerce Faculty)

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

Yes, we implement the syllabus designed and prescribed by the Shivaji University, Kolhapur. As per the UGC guidelines university revises the syllabus about after every three years of every subject.

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

Nil
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#### <u>Criterion - II</u>

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Ī	Total	Asst.	Associate	Professors	Others
		Professors	Professors		(Director,
					P.E. &
					Librarian)
Ī	17	14	02		01
		į			

2.2 No. of permanent faculty with Ph.D.

80

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

Asst.		Associa	ite	Professors		Others		Total	
Professors		Professors							
R	V	R	V	R	V	R	V	R	V
	02						1		03

- 2.4 No. of Guest and Visiting faculty and Temporary faculty 05
- 2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level	Other
Attended		14	08	
Presented	04			
Resource		02		
Persons		02		

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

1) ICT ROOM FOR TEACHING, 2) POWER POINT PRESENTATION OF THE VARIOUS TOPICS RELATED TO SYLLABUS.

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

182

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

► Internal Evaluation Examination October-2015

Communication Skill Test March - 2016

2.9 No. of faculty members involved in curriculum

Restructuring/revision/syllabus development

as member of Board of Study/Faculty/Curriculum Development workshop

 	07

#### 2.10 Average percentage of attendance of students

80%

### 2.11 Course/Programme wise

Distribution of pass percentage:

Title of the Programme	Total no. of students	Division					
	appeared	Distinction %	I %	II %	III %	Pass %	
B. Com.	111	02(1.80%)	12(10.81%)	52(46.84)		66(59.45)	
B.A.	98	05 (5.10)	24 (24.48)	42(42.85)		71 (72.44)	

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

IQAC monitors the teaching, learning and evaluation processes through its academic committee. The Academic Committee held informal discussion with all the Head of the departments and faculty members to implement teaching and learning processes. The college has its separate examination department which conducts the internal examinations and evaluation by the concerned teachers. The results of the students were displayed on the notice board. The feedbacks were collected on teaching, learning and evaluation processes.

#### 2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	04
UGC – Faculty Improvement Programme	NIL
HRD programmes	NIL
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

#### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	11	01		05
Technical Staff				

## **Criterion - III**

## 3. Research, Consultancy and Extension

	3.1	Initiatives	of the I	QAC in	Sensitizing	/Promoting	Research	Climate in	n the institution
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	C 1111				researchers.
INTARNAT	Tacilitias :	וכעכ סוב	แวกเอ ธ	or the	racaarcharc
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### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs.				

### 3.4 Details on research publications

	International	National	Others
Peer Review Journals		02	02
Non-Peer Review Journals	01	01	
e-Journals	01		
Conference proceedings	02	03	04

2	Г	Details on	Import	factor	of mul	bligations
J.	. ၁	Details off.	IIIIDaci	Idului	or bui	uncauons

	_	 _	 _	
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
Students research projects (other than compulsory by the University)				
Organisation of National (Marathi & Hindi)and State level seminar (Geog. & Hist.)	2015-16	Shivakrupa Pat Pedhi, Mumbai LIC of India.	Rs. 20000/- Rs. 20000/-	Rs.20000/- Rs.20000/-
Total			Rs.40000/-	Rs.40000/-

3.7 No. of books published	i) With ISBN No.	3	Chapters in Edited Books	14

Chapters in Edited book with ISSN - 01

ISSN - 01

3.8 No. of University Departm	nents receiving	g funds from				
UGO	C-SAP	CAS	DST-	FIST		
DPI	E		 DBT	Scheme	funds	
205		CDE	DDT C	Cala		7
_	onomy	CPE	· <del>-</del>	ır Schem		
INSPIF	RE	CE	Any O	ther (spe	ecify)	
3.10 Revenue generated thro	ugh consultan	cy Nil				
3.11 No. of conferences	Level	International	National	State	University	College
Organized by the Institution	Number		01 (HINDI &	GEOG.	01	1
			MARATHI)	&		
			HCC.	HIST.		CEL E
	Sponsoring agencies		UGC	UGC		SELF
3.12 No. of faculty served as 6 3.13 No. of collaborations 3.14 No. of linkages created d 3.15 Total budget for research From funding agency U	Internuring this yeath for current y	r Nil rear in <b>Rs.5500</b> ed- Rs. <b>1,90,000</b>	National 0/-		(05) any other 0	1(ILL)
Funds Received from UG		•	,			
From Management of United Registration Fee:- <b>Rs.532</b>		ge : <b>-RS.24636</b> /	<b>/-</b>			
T.D.D.A. to teachers for a	-	onferences/Sen	ninars/works	hons etc	Rs. 4.888/	-
Total:- Rs.2,34,724/-	ttenamg the c	omerences, sen	illiars, works	порассе	. 131 1,000,	
* Expenditure on Publication	on of Book & l	Iournal is inclu	ded in total	expendi	ture.	
3.16 No. of patents received t		,		<b>F</b>		
3.17 No. of research <u>awards/</u> Of the institute in the yea	recognitions	received by facu	llty and resea	rch fellov	WS	
3.18 No. of faculty from the Inwho are Ph. D. Guides and students registered un		Nil Nil				

3.19 No. of Ph.D. awarded by faculty from the Institution
3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)
JRF SRF Project Fellows Any other
3.21 No. of students Participated in <u>NSS events</u> :
University level State level
National level International level
3.22 No. of students participated in NCC events:
University level State level
National level International level
3.23 No. of Awards won in NSS:
University level State level
National level International level
3.24 No. of awards won in NCC: N.A
University level State level
National level International level
3.25 No. of Extension activities organized
University forum College forum
NCC NSS 07 Any other
3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility
1) blood donation camp 2) Street play (Best Practice)
2) Tree plantation
3) Social Survey of students drop out ant primary level

## <u>Criterion – IV</u>

## **Infrastructure and Learning Resources**

#### 4.1 Details of increase in infrastructure facilities:

Facilities		Existing	Source of Fund	Total
Campus area	1093.23 One Room Sq.m. Three Room		UGC & COLLEGE	
Class rooms	22	Three Room	UGC 6,00,000/-	20,66,285/-
			College contribution- 1,46,6285	
		One Room 655.13 Sq.m.	UGC- 5,00,000/-	6,80,250/-
		College Contribution- Rs. 1,80,250/-		
Laboratories	NIL	NIL	NIL	NIL
Seminar Halls	NIL	NIL	NIL	NIL
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		1) Bar code reader & printer	19,800/-	
		2) Laptop with printer	1,15,000/-	
		3) LCD projector 4) V.C.& Ext.	1,08,680/-	
		,	16,480/-	
Value of the equipment purchased during the year (Rs. in Lakhs)		Rs.50325/-	2,59,800/-	2,59,960/-
Others(Steel Cupboards)		Rs.15,900/-		

### See Annexure-VIII

4.2 Computerization of administration and library  ${\bf About~80\%}$ 

#### 4.3 Library services:

	Exist	ing	Newly add	ed (2015-16)	Total		
	No.	Value	No.	Value	No.	Value	
Text Books	18331	630214	31	4994	18362	648576	
Reference Books	20736	1334416	40	9017	20776	1355192	
e-Books	Nil						
Journals	103	1881540	26	10150		1891690	
e-Journals					340	Enflibnet	
CD & Video	335	27570	05	374	340	27944	
CD & Video	01	5000			01	5000	

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart -ments	Other s
Existing	42	24	02		01	07	09	LCD PROJ ECTO RS-5
	01					01	OFFICE ATOMATION SOFTWARE- ASQUARE Rs.44,000/- UGC NETWORK RESOURCE CENTRE - (5 Computers)  LIB. SOFTWARE- RS.15000  SMS MODULE	
Newly Added	HP PRI	NTER-Rs.89	50/- SPEA	KER BOX- R	Rs.5200/- CC	TV DVR-	RS.18025	/-
Total	46	15	01		01	12	09	10

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

Software Maintenance Rs. 17000/- Internet Connectivity – Rs.13307/-

4.	6	Amount s	ment on	maintenance	in	lakhs
	v	I IIII O WII C	PCIIC OII	manifection		IUILID

i) ICT and Software maintenance Rs. 65237/-

ii) Campus Infrastructure and facilities | Rs. 106868/-

iii) Equipments Rs. 50325 /-

iv) Others Rs. 40084 /-

**Total:** Rs. 262514 /-

# Criterion – V 5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

As a part of human resource management IQAC has formulated various committees for effective communication among various stakeholders of the institute. Academic committee formulated under IQAC conducts the informal discussion sessions to make students aware of the various support services available in the college and insist student participation.

5.2 Efforts made by the institution for tracking the progression

- We conduct discussions with the subject teacher regarding the progress in the university examination class wise and subject wise in the staff meeting at the beginning of the academic year.
- 2) Accordingly, we plan our strategies to overcome the low attainments of the students for that, we also conduct our own internal evaluation pattern apart from university examinations to ascertain the progress of the students before the university examinations.
- 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
994			

(b) No. of students outside the state

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(c) No. of international students

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Men

No	%

Women

No	%

	Last Year										This Year		
General	SC	ST	OBC	NT	Physically Challenged	Total	Genera l	SC	ST	OBC	NT	Physically Challenged	Total
661	124	04	175	92	2	1058	681	89	04	127	92	01	994

Demand ratio 1:1

Dropout - 10%

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

Counselling has been done for competitive examinations and development of language as well as analytical skills. The Career & Counselling Cell helps to the students for filling the forms of various competitive examinations and counsels the students accordingly

No. of students beneficiaries

26 students attended the classes for competitive examinations

5.5 No. of students qualified in these examinations						
NET SET/SLET GATE						
IAS/IPS etc State	PSC U	JPSCOt	chers NIL			
			IVIL			
5.6 Details of student counsell	ing and career gu	iidance				
Counselling has been do	ne for competitive	e examinations and	development of			
communication skills as well as analytical skills of students.						
No. of students benefitted 128						
5.7 Details of campus placeme	nt					
0	On campus		Off Campus			
	nber of Students	Number of	Number of Students Place	d		
Organizations Part Visited	ticipated	Students Placed				
01	268	17				
5.8 Details of gender sensitizat	tion programmes	3				
Three programmes were org	anised by the Pre	vention of Sexual H	arassment Committee			
1) The Guest Lecture of	f Ad. Varsha Desh	pande – <i>Beti Bacho</i>	Beti Padao			
2) The Guest Lecture of	f Mr. Rahul Ganga	vane – Rights to wo	omen according to constitu	ion		
,						
5.9 Students Activities						
5.9.1 No. of students part	cicipated in Sport	s, Games and other	revents			
State/ University lev	vel 04 Nati	onal level 01	International level 00			
			l <u> </u>			
No. of students participated in cultural events						
State/ University level 25 National level International level						
5.9.2 No. of medals /awa	ards won by stude	ents in Sports, Gam	nes and other events			
Sports: State/University l	evel 03 Na	tional level	International level			
Please see details on page no. 31.						

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	163	Rs. 155868/-
Financial support from other sources (Economically Backward Class Scholarship by Govt. Of Maharashtra) PTC by Govt. Of Maharashtra		
Number of students who received International/ National recognitions		

5.11	Student organised	/ initiatives
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Fairs	: State/ University level	 National level	 International level	
		_		
Exhibiti	on: State/ University level	National level	 International level	

- 5.12 No. of social initiatives undertaken by the students 02
- 5.13 Major grievances of students (if any) redressed: NIL

#### Criterion - VI

### 6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

#### Vision

To inculcate the values of active citizenship among the students as the members of a learned society.

#### **Mission**

Thinking Globally, Acting locally

#### Goals and objectives

To sustain & enhance the quality of higher education in our institute, we have formulated our goals and objectives as per the core values of NAAC enlisted in 12th five years plan

#### I) Contribution to national development

- 1) To provide equal opportunities of qualitative education to the students coming from the rural and hilly areas of Satara district.
- 2) To remove the sense of inferiority complex among the students coming from rural area and from socially and economically weaker sections of society and to insist confidence in them so that they make progress academically and socially as well.
- 3) To provide adequate facilities and guidance to the aspiring students to prepare for competitive examinations.
- 4) To provide special attention to ladies welfare programmes.

#### II) Fostering global competencies among the students

- 1) To provide a platform and opportunities to the students to face the challenges of the competitive world with utmost utilization of their potentials in academic events and sports.
- 2) To make efforts for sharing the information about research at national & international level as well as networking with other well known institutions.
- 3) To provide field based learning experiences to the students to enhance their skill oriented activities

#### III) <u>Inculcating a value system among students</u>

- 1) To inculcate discipline among the students in terms of sincerity, regularity, punctuality and to develop them into socially responsible citizens.
- 2) To inculcate values like self esteem, social equality, national integration, secularism and brotherhood by organizing various activities in the college.

#### IV) Promoting use of technology

- 1) To optimize and integrate the modern methods of teaching and learning
- 2) To maximize the use of computerization & digitization of teaching learning processes, evaluation processes & administrative processes.
- 3) To facilitate ICT & Web based teaching, learning processes

#### V) Quest for Excellence

- 1) To develop the creative writing ability of the students by way of publishing Wall-Paper and college annual magazine.
- 2) To honour and inspire meritorious students by awarding prizes and scholarships.
- 3) To provide opportunities to the teaching and non-teaching staff to acquire higher qualification.
- 4) To promote teachers to participate in State, National and International Conferences, Workshops and Seminars.
- 5) To interact with parents and alumni association through Parent-Teacher Association & Alumni Association
- 6) To update and modify the functioning of library as per the changing needs in the field of higher education
- 7) To improve physical strengths and sport competencies through advanced facilities in college Gymkhana.
- 6.2 Does the Institution has a Management Information System

YES

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

#### 6.3.1 Curriculum Development

- a) We assign project work related to curriculum.
- b) We make the power point presentation based on curriculum.
- c) We arrange lectures of experts on topics of curriculum
- d) We arrange co curricular activities which support curricular aspects.

#### 6.3.2 Teaching and Learning

ADOPTION OF VARIUOS TEACHING METHODOLOGIES

- 1) Lecture Method
- 2) Field study and survey method
- 3) Case study method
- 4) Project method
- 5) ICT based teaching to some extent
- 6) Project based learning
- 7) Students Seminars

#### 6.3.3 Examination and Evaluation

Internal examination for every class was conducted. Evaluation was done by the concern subject teachers. Results were displayed on the notice board. Every subject teacher gives detail explanation on answer key to the students.

### 6.3.4 Research and Development

Six faculty members are doing Ph.D. level research.

SR.NO.	Name of the teacher	Title of the project	Amount sanctioned by UGC (Rs.)	STATUS OF THE PROJECT
1	Dr. V.A.Pawar	Utilization Of Rural Public Health Services In Satara	45000	Completed
2	Dr. G.G.Katkar	Sardar Parshurambhau Patwardhan yanche karnatak vishayak Dhoran	90000	Completed

## Faculty Members doing M.Phil. & Ph.D.

SR.NO.	NAME OF THE TEACHER	TITLE OF THE RESEARCH WORK	M.Phil./Ph.D.	REGISTERED UNIVERSITY	STATUS
1	Shri R.B.Satpute	Madhavrao Peshwas Southern Policy	Ph.D.	Tilak University, Pune.	On Going
2	Smt. S.N.Kamble	Krishan Sobati ke Upanyas ka Aachalik Anushilan	Ph.D.	Shivaji University, Kolhapur	On Going
3	Shri R.M.Ghadge	A Comparetive Economic Study of Government Aided & Un aided Primary Schools in Satara District	Ph.D.	Tilak University, Pune.	On Going
4	Shri J.I.Momin	Development of a Counselling Programme of life Skills and its Impact on Adolescent Students	Ph.D.	Shivaji University, Kolhapur	On Going
5	Shri G.G.Katkar	Sangli Jilyatil Nivdak Mandirancha Stapatya Shilpakala Sanskkritik Abhyas (10 to 17 A.D.)	Ph.D.	Tilak University, Pune.	On Going
6	Shri R.P.Chetiwal	Budgetary Control System of Colleges in Shivaji University Jurisdiction	Ph.D.	Shivaji University, Kolhapur	On Going

- 6.3.5 Library, ICT and physical infrastructure / instrumentation
- 1) 18511 text books 2) 20743 reference books,
- 3) 30 journals, 335 audio visual CD & DVD. 4) Library Management Software

### 6.3.6 Human Resource Management

#### HUMAN RESOURCE MANAGEMENT OF THE COLLEGE COMMITTEE BASED DIVISION OF WORK

Sr.No.	Name of the committee	Name of the Teacher	Sr.No	Name of the committee	Name of the Teacher
		(Work assigned )			(Work assigned)
1)	STUDENT COUNCIL ELECTION	Shri S.B.Patil SHRI P.V.Satpute Smt. S.N.Kamble Shri G.G.Katkar Dr. B.B.Jadhav	11	PARENT TEACHERS ASSOCIATION	Shri R.M.Ghadge Smt.Dr. M.B.Jadhav
2)	LIBRARY COMMITTEE	Shri L.A.Patil  Dr. R.K.Chavan  DR. U.M.Lokhande	12	ANTI RAGGING COMMITTEE	Prof. P.V.Satpute Prof. S.B.Patil Dr. U.M.Lokhande
3)	NATIONAL SERVICE SCHEME	Shri G.G.Katkar (P.O.) Smt. S.N.Kamble(P.O.) Dr. U.M.Lokhande Shri R.M.Ghadge Shri P.D. Kamble Shri. S.N. Zanzurne	13	GIRLS STUDENT WELFARE COMMITTEE	Smt. M.B. JADHAV
4)	TIME TABLE COMMITTEE	Shri R.M.Ghadge	14	PREVENTION OF SEXUAL HARASSMENT	Smt. S.N.Kamble
5)	DISCIPLINE COMMITTEE	Shri S.B.Patil Dr. R.K.Chavan Shri J.I.Momin		COMMITTEE	
6)	DEPARTMENT OF EXAMINATION  (INTERNAL EXAMINATION & UNIVERSITY EXAMINATION)	DR. V.A.Pawar Shri R.B.satpute Smt. S.N.Kamble Shri R.P.Chetiwal Shri P.D. Kamble	15	BOYS STUDENT WELFARE COMMITTEE	Shri S.B.Patil
7)	CULTURAL ACTIVITIES	Dr. B.B.Jadhav	16	STUDENT REDRESSAL CELL	Prof. L.A.Patil

		DR.M.B.Jadhav Shri P.D. Kamble Shri. S.N. Zanzurne			
8)	VIDYAMRUT (COLLEGE MAGAZINE)	Shri P.V.Satpute Shri L.A.Patil Shri G.G.Katkar Smt. S.N.Kamble Dr. B.B.Jadhav Shri R.P.Chetiwal Shri S.B.Patil	17	STAFF REDRESSAL CELL	Shri R.M.Ghadge
9)	DEPARTMENT OF PUBLICITY	Shri G.G.Katkar	18	LEAD COLLEGE SCHEME	Dr.U.M.Lokhande  Dr.R.K.Chavan  Dr. S.N.Zanzurne
10)	ALUMNI ASSOCIATION	Shri R.M.Ghadge Smt.Dr. M.B.Jadhav Prof. S.B.Patil Prof. P.D. Kamble	19	NATURE CLUB	Dr.R.K.Chavan  Dr. D.B.Gaikwad  P.D. KAMBLE

Contd...

Sr.No	Name of the committee	Name of the Teacher (Work assigned)	Sr.No	Name of the committee	Name of the Teacher (Work assigned)
20	STAFF ACADEMY	Shri J.I.Momin	34	ENGLISH LANGUAGE LAB	Shri P.D. Kamble
21	RESEARCH COMMITTEE	Dr. U.M.Lokhande	35	ACADEMIC COMMITTEE	Dr. R.K.Chavan Shri R.P.Chetiwal
22	NAAC CO-ORDINATOR	Shri J.I.Momin	36	STUDENTS ATTENDANCE	Shri P.V.Satpute  Dr. R.K.Chavan  Dr. S.N.Zanzurne
23	UGC COMMITTEE	J.I.Momin Shri S.B.Patil Shri. R.B. Satpute Shri R.P.Chetiwal			CRITERION- I Shri Ghadge R.M. Shri. P. D. Kamble
		Smt. S.N.Kamble Dr. S.N.Zanzurne	37	NAAC STEERING COMMITTEE	CRITERION – II Smt. Kamble S.N. Dr. Pawar V.A. Shri Katkar G.G.
24	FEED BACK AND FOLLOW UP COMMITTEE	Shri R.M.Ghadge Dr. R.K.Chavan			
25	API COMMITTEE	Dr. V.A.Pawar	-		CRITERION - III
26	IQAC AND NAAC DOCUMENTATION & DIGITIZATION	Dr. D.B.Gaikwad			Shri R.P.Chetiwal Dr. Manisha Jadhav  CRITERION -IV
27	IQAC COORDINATOR	Dr. R.K.Chavan	38		Shri R.B.Satpute Shri Sanjay D. Jadhav
28	STUDENTS ADMISSION COMMITTEE (FACULTY OF ARTS)	Shri J.I.Momin Smt.Dr. M.B.Jadhav Dr. B.B.Jadhav			Jiii Jaiijay D. Jauliav
29	STUDENTS ADMISSION COMMITTEE (FACULTY OF COMMERCE)	Shri R.P.Chetiwal Shri R.M.Ghadge Dr. U.M.Lokhande	-		CRITERION – V Dr. B.B.Jadhav Shri J.I.Momin Kum. Asmita Kharade

30	STUDENTS ADMISSION	Prof. P.V.Satpute			
	GRIEVANCE REDRESSAL CELL	S.N. Kamble			
		Dr. R.K.Chavan			
		Shri J.I.Momin			CRITERION -VI
31	PROSPECTUS	Shri R.M.Ghadge	-		Dr. U.M.Lokhande
	COMMITTEE	Dr. U.M.Lokhande			Shri S.B.Patil
32	WEBSITE UPDETETION	Dr. R.K.Chavan	-		Dr. D.B.Gailwad
		Dr. D.B.Gaikwad			
33	SELF SUPPORTED	Shri U.M.Lokhande	_		CRITERION VII
	COURSES	(Coordinator)			Shri P.V.Satpute
		Dr. U.M.Lokhande			Dr.S.N.Zanzurane
		(Certificate course in professional attitude			
		development)	39	PLANNING	Dr. Y.S.Patne
		Shri G.G.Katkar		BOARD	Dr. R.K. Chavan
		(Modi Lipi)		(UGC XII PLAN)	Shri P.V.Satpute
		Dr. B.B.Jadhav			Shri R.B.Satpute
		(Folk Arts)			Mrs. S.N.Kamble
		Shri R.P.Chetiwal			Dr. V.A.Pawar
		( Certificate course in Share market)			Shri R.P.Chetiwal
					Dr. U.M.Lokhande
					Shri S. D. Jadhav
					Shri J.I.Momin
					Shri S.B.Patil
			40	STANDING COMMITTEE	Prin. Dr. Y.S.Patne Dr. D.B.Gaikwad Smt. S.N.Kamble Shri J.I.Momin Shri A.D.Waydande

### Human Resource Management-

#### 1) Evaluation of faculty by students and peers

The feedbacks for the assessment of teachers are taken from the students and the analysis done.

#### 2) Staff welfare measures

NIL

#### 3) Planning for recruitment and retaining faculty and other staff

Recruitment of the faculty and other staff is done as per the rules and regulations of Govt. of Maharashtra, UGC, and University. Whenever the vacancies are created.

#### 4) Criteria for employing part time and ad-voc faculty

The C.H.B. teachers are employed during 2015-16 as per University rules and the guidelines of Govt. of Maharashtra.

#### 5) Salary structure, workload and specialisation

The salary structure of the permanent faculty is as per the VI pay commission. The workload is assigned to the teachers as per the UGC Norms.

#### 6) Professional development of the faculty

4 faculty members have completed their refresher course. Some teachers are pursuing their studies for Ph.D.degree.

#### 7) Staff development programme for skill up gradation and training of the staff

- 7.1 One day workshop on NAAC accreditation and role of IQAC.
- 7.2 Training programme for Non-Teaching Staff on office automation software.

#### 8) Facilities provided to the faculties

- 8.1 Internet facilities to some extent
- 8.2 Library facilities

- 6.3.7 Faculty and Staff recruitment NIL
- 6.3.8 Industry Interaction / Collaboration- NIL
- 6.3.9 Admission of Students
  - 1) The prospectus of the admission is as per UGC guidelines for student's entitlement.
  - 2) Affidavit of the students on UGC regulations on curbing the menace of ragging in higher educational institution, 2009
  - 3) Affidavit by parent/Guardian on UGC regulations on curbing the menace of ragging in higher educational institution, 2009
  - 4) Admission of the students is on first come first serve basis
- 6.4 Welfare schemes for

Teaching	
Non teaching	
Students	1)Student Aid Fund - 15 Students are benefited, the total amount allotted was Rs. 6815/-

- 6.5 Total corpus fund generated-NIL
- 6.6 Whether annual financial audit has been done YES
- 6.7 Whether Academic and Administrative Audit (AAA) have been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO	NO	YES	Academic Committee
Administrative	NO	NO	YES	Academic Committee

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

For UG Programmes - No

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

NIL

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

NIL

6.11 Activities and support Association from the Alumni

Alumni Association gifted water cooler and aqua guard to college.

6.12 Activities and support from the Parent – Teacher Association

Meeting with Parent -Teachers association.

6.13 Development programmes for support staff

Training about operating Asquare Software.

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

The plantation was done in the new campus of the college.

## **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.

**Internal Evaluluation System**- The B.A. & B.Com. Faculty having institutional own evaluation system **Placement Cell**- The college has organised placement camp for the students of its own and other nearby colleges.

**ICT based teaching** – Every faculty member has prepared his power point presentation of selected topics. It has created the interest of learning among the students.

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

The action plan of curricular, co-curricular and extension activities was prepared and the follow up was taken for the completion. 100% syllabus was completed as per the action plan. About 75% activities are completed of co curricular & extension activities as per the action plan.

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

See Annexure IX - Modi Script training Programme.and X- Street Play 'Thumb of Elalavya'

7.4	Contribut	tion to	environmental	l awareness /	' protection
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Plantation
Environmental Studies Projects for B.A.II and B.Com.II Students

7.5 Whether environmental audit was conducted? Yes No

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

- 1) College has published annual magazine 'Vidyamrut'.
- 2) Organised Prize Distribution Function for meritorious students & medal winning players.

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

- > To start P.G. Courses
- > To start Bridge Course in Accountancy
- > To provide facilities in Indoor Sports Facility Centre
- > To make plan for maximum utilization of the grants received from UGC in XI Plan.
- > To start various courses in collaboration with Mandeshi Foundation
- To organize state level Elocution competition
- > To organize seminars, conferences and symposium at university, state and national level

Internal Quality Assurance Cell Arts and Commerce College Satara Dr. Ravindra Krishna Chavan

Signature of the Coordinator, IQAC

Chairperson
Internal Quality Assurance Cell
Arts and Commerce College Satara
Prin. Dr. Yashwant Sambhajirao Patne

Signature of the Chairperson, IQAC

Revised Guidelines of IQAC and submission of AQAR

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## **LIST OF ANNEXURE**

ANNEXURE-I -Academic Calendar and Achievements

ANNEXURE-II- Analysis of alumni feedback

ANNEXURE-III - Analysis of parent's feedback

ANNEXURE- IV -Analysis of student's feedback on curriculum

ANNEXURE- V- Analysis of student's feedback (Co curricular and Extension Activities)

ANNEXURE- VI – Analysis of teachers' evaluation by students (Arts Faculty)

ANNEXURE VII- Analysis of teachers' evaluation by students (Commerce Faculty)

ANNEXURE VIII- Infrastructure at New Campus (117, Shukrawar Peth, Satara).

ANNEXURE IX -Best Practice-1

ANNEXURE X- Best Practice-2

## <u>Annexure-I</u> <u>Academic Calendar and Achievements</u>

## **DEPARTMENT OF GYMKHANA**

Sr. No.	Participation	Achievement	Place	Level
1.	Athletics	Gold 1000 Run	Krishna College, Rethre	Satara Zone
2.	Atheletics	Gold 1000 Run	D. P. Bhosale College Koregaon	University Interzone
3.	Atheletics	Silver 5000 Run	Krishna College, Rethre	Satara Zone
4.	Atheletics	Gold 5000 Run	Krishna College, Rethre	Satara Zone
5.	Badminton	Bronze	D G College Satara	Satara Zone
6.	Chess	-	-	Satara zone
7.	Cricket	-	D.A.C.E. Karad	Satara Zone
8.	Cross country	Gold	Bidri College Kolhapur	University Interzone
9.	Kabaddi Women	Gold	S S College Medha	Satara Zone
10.	Kabbadi Men	Fourth Place	Y C College Karad	Satara Zone
11.	Power Lifting	Gold	B D C Patan	University Interzone
12.	Swimming		L.B.S. College Satara	Satara Zone
13.	Table Tennis		K. C. College Talmawale	Satara Zone
14.	Volley Ball		V. C. College Karad	Satara Zone
15.	Wrestling		B D College Patan	Satara Zone

## Following players are selected for All India Interuniversity Tournament

Sr. No	Player	Achievemant	City	Event
1.	Bhairav Narayan Yadav	All India Interuniversity University		Crosscountry
2.	Bhairav Narayan Yadav	All India Interuniversity University		Atheletics 10000 M Run
3.	Tejan Sakpal	All India Interuniversity University	Bhopal	Cricket
4.	Swapnil Gaud	All India Interuniversity University	Bhopal	Cricket
5.	Rohini More	All India Interuniversity University		Power Lifting

### Games Organized by college under Shivaji University

	No	Date	Event	Chief Guest
		7 <sup>th</sup> to 11 <sup>th</sup> November		Dipkak Sarnaik Nil
	1.	2015	Womans Cricket	Construction
		2015		Subhash Chougule
Ī	2.	18 th to 20	10 M Air Pistol Rifle	Y. S. Patane
	۷.	November 2015	shooting Yoga Day	i. S. Patane

### **Library**

Date	Programme	Chief Guest
17/07/2015	Book Exhibition on Superstitions	Dr. A.H.Salunkhe
15/10/2015	Dr. A.P.J.AbdulKalam Study Centre	Prin.Dr. Y.S.Patne
14/01/2016	Books Exhibition on Geography Day	Dr. D.S.Khade (Asst. Prof. C.S.College, Satara)

### **NSS (National Service Scheme)**

#### **REGULAR ACTIVITIES**

On behalf of National Service Scheme the regular activities and special labour campaign conducted under the able guidance of Prin. Dr. Y.S. Patne and all the functions are skilfully planned with the help of all students in our college during academic year 2015-16. Shri G.G.Katkar & Smt. S.N.Kamble are working as a programme officers.

- 1) 21st June, 2015 International Yoga Day
- 2) 26th June, Rajarshree Shahu Maharaj Birth Anniversary Celebration
- 3) 11th July, 2015 World Population Day
- 4) 8th August, 2015 International Literacy Day
- 5) 14th August, 2015 Cleanliness Drive in the college campus
- 6) 15th August, 2014 Celebration of Independence Day and Cultural activities
- 7) 22<sup>nd</sup> August, 2015 Inauguration of NSS Department
- 8) 5th Sept., 2015 Teachers Day celebration
- 9) 21st Sept, 2015 National service Day celebration
- 10)27th Sept, 2015 Celebration Birth day Anniversary of Martyr Bhagat Singh

- 11)2<sup>nd</sup>, Oct, Mahatma Gandhi Birth Anniversary
- 12)31st Oct, 2015 Donation of labour in Anandashram
- 13)31st Oct, 2015 participated in Run for Nation
- 14)26th Nov. Indian Constitution Day
- 15)28th Dec, 2015 Cleanliness drive on Mahatma Gandhi Ground
- 16)2<sup>nd</sup> Jan. 2015, Savitribai Phule Birth Anniversary
- 17)21st Jan, National Voter Day celebration and participated in District level Elocution competition and also done cleanliness drive on college campus
- 18)26th January Republic Day Celebration and arranged cultural programme
- 19)29th Jan, 2016 conducted school dropout students survey by the NSS students
- 20)19<sup>th</sup> Feb, 2016 Celebration of Birth Anniversary of Chh. Shivaji Maharaj on fort Ajankyatara.
- $8^{th}$  Mar, 2016 Celebration of International Woman's day

#### **NSS Special Camp at village Mahuli**

### **Cultural Department**

Date	Programme	Achievement
7/9/2015	Youth Festival S.G.M.College, Karad	Active Participation
18/10/2016	Participation in District level Competition organised by Shashikant Shinde College, medha	Folk Art- Second Song- Second
23/11/2016	Cultural Programme	Arts and Commerce College, Satara

## **Department of IQAC**

Date	Program /Activity & Chief	Achievement/ Action Taken
240	Guest	<u> </u>
20/7/2015	Meeting No 1	<ol> <li>Various courses stated by Youth Development cell 65         Students admitted for the course</li> <li>Admission process completed as per the UGC &amp; Government of Maharashtra norms</li> <li>PTR is communicated to various taken holders</li> </ol>
5/1/2016	Meeting No 2	<ol> <li>UGC sponsored national         Level seminar was         organized by department of         Hindi &amp; Marathi</li> <li>UGC sponsored national         level seminar was         organized by Department         of history &amp; Geography         Non- Teaching Staff         training programme</li> </ol>
7/12/2015	Training Program Shri Sawant Avinash Asquare Software Pune	Non Teaching Staff training programme
10/02/2015	Meeting No 3	<ol> <li>AQAR of IQAC fro A.Y. 201- 15 Submitted</li> <li>R.P Chetiwal is appointed as Nodal Officer for NIRF</li> <li>Mou for ILL with Amdar Shashikant shinde college is signed</li> </ol>
10/02/2016	One Day workshop on documentation of NAAC Accreditation & role of IQAC	All faculty memners are understood about documentation process

## **Department of Marathi**

Date	Programme	Achievement
27/08/2015	Inauguration of Marathi Literary Association	Importance of Marathi Language and Writing Processes
10/08/2016	National Seminar on " Women life in Dalit Literature	Students and researchers  were received the information of portrait of  Dalit women in Marathi and Hindi Literature.

Marathi Rajbhasha Din	To improve witting skill
(Language of Goverence)	F 1 S 1

## **Department of Hindi**

Date	Programme	Achievement
10/8/2015	National Seminar on "Hindi Sahitya me Dalit Nari Vimarsh"	Organised National Seminar
14/09/2015	Hindi Day	Importance of Hindi
11/9/2015	Essay Writing Competition	To develop writing skill
11/2/2016	Workshop on "Introduction to Reference books in Hindi"	To develop research skill of the students.

## **Department Of History**

Date	Programme /Activity & Chief Guest	Achievement / Action Taken
28/09/2016	Geo-Historical Approach of tourism Potential In Maharashtra. UGC sponsored one day state level seminar.	Awareness of tourism in development of Maharashtra truism Gain knowledge of neglected Geo-Historical Tourism (Places) among the participated Teachers & students
February 2016	Study tour organized by department of history at Mhabaleshwar Partapgad & wai	Gain knowledge of history of Pratapgad fort & Mahabaleshwar place
April 2016	Short Term Modi script certificate course organized by department of History Duration - 1 Month	To Get Knowledge of Modi Script among the participants & they were unable to writing & reading Modi script

## **Department of Geography**

Date	Programme /Activity & Chief Guest	Achievement / Action Taken
14/01/2016	Inauguration of Ajinkya wall paper	To develop Writing Skill of students
20/1/2016	Spelling Writing Competition on "Concepts in Geography"	To develop conceptual background of geography
20/1/2016	Book Exhibition on "Environmental Geography"	Students get knowledge about reference books in environmental geography.

## **Department Of Education**

Date	Programme /Activity & Chief Guest	Achievement / Action Taken
5/9/2015	Teachers Day Celebration Prof. Dr. Benazeer Tamboli	Faculty members & students got information about the vital role played by Dr. J P Naik in the formation Kothari Education commission.
16/2/2016	Project Presentation of the students of scientific method ( B. A. Part I)	Students got insights in doing research work on the subject  1. AIDS – Causes and remedies 2. Computer – Hardware & software
9/3/2016	Guest lecture of renounced author Prof. L. G. Deshmukh Topic - Role of teachers in writing reference books.	Students got insights in the process of writing academic books

## **English Literary Association**

Date	Programme /Activity & Chief Guest	Achievement / Action Taken
29/09/2015	Spelling contest	Enrich the vocabulary & correctness of spelling
12/11/2015	Reading competition	Correct pronunciation, tone groups, comprehension etc.
14/1/2016	Baromaas film show	To strengthen the understanding of the text prescribed with help of audio - visual help
16/2/2016	Workshop on revised syllabus at B. A. III English (Spl.)	To enable the stude4nts to write correct answer to the questions To enable them to face the exam with competence

## **Department of Economics**

Date	Programme /Activity & Chief Guest	Achievement / Action Taken
14/09/2015	Inauguration of Planning Forum	Helps to the students for need and importance of planning
14/09/2015	Rural Public Health Services In India	Publication of ISBN book of the Department

## **Department Of Commerce**

Date	Programme /Activity & Chief Guest	Achievement / Action Taken
4/09/2016	Opporunities in Industrial Sector Chief Guest - Mr. Vasantrao Phadatare	Awarness About Indusrial Sector
11/9/2015	Elocution competition Chief Guest - Mr Jameer Momin	Improvement In presentation Skill
21/12/2015	Campus interview by Infosys Ltd Chief Guest – Mr. Aron Lobo	14 Students placed in Infosys BPO
4/1/2016	Career Opportunities in commerce chief Guest - Mr Ganesh Pathak	Students come to know about various careers in commerce
8/2/2016	Study tour Share Broker office visit Shri Tisai Consultancy Pvt. Ltd. Satara	Students get the practical Knowledge of share Market
22/2/2016	Interview Techniques & career development Chief Guest – Dr. Satish Ubale	Students Get the knowledge of Interview techniques

## **Lead College Scheme**

Date	Programme /Activity & Chief Guest	Achievement / Action Taken
10/1/2016	Workshop on Disaster management	Practical knowledge of Disaster Management
11/1/2016	IT Training Programme	Knowledge of ICT to students
16/1/2016	Work on Revised syllabus at B. A. III English (spl.) ( Dept. of English)	To enable the students to write good answer to the question to enable the studying to face the exam with competence
21/1/2016	Authors Visit (Marathi Department)	Student interaction with author takes place
21/2/2016	Campus Interviews of Infosys Organized by Dept. Of Commerce	14 Students Got selected In campus Interview

# Adult and Continuing Education, Shivaji University, Kolhapur.

Date	Programme /Activity &	Name of the	Name of the	Duration of the	
Date	Chief Guest	Department	Coordinator	course	
	Certificate Course in				
1.	Entrepreneurship	Commerce	Dr. U.M.Lokhande	10 Days	
	development skill				
	Certificate course in Share			40.5	
2.	Marketing	Commerce	Shri R.P.Chetiwal	10 Days	
	- Marketing				
2	Certificate Course in Folk	Cultural	D., D.D.I. Jl	( Mantha	
3.	Art	Department	Dr. B.B.Jadhav	6 Months	
		•			
4	Certificate course in	Cultural	Dr. D. D. Ladharr	( Months	
4.	Introduction to Theatre	Department	Dr. B.B.Jadhav	6 Months	

# Girl's student's welfare department

Date	Programme /Activity & Chief Guest	Achievement / Action Taken
21/08/2015	Inauguration of Department by District Chief Justice Dr. Anita Nevase	Girls students become aware about various laws related women's.
27/8/15	<b>'Mehandi'</b> Competition	Girls student got an opportunity to exhibit various skills related to Art and Culture
28/8/2015	Sakhi Bandhan	Its helps to develop friendly relation with each other.

## **Prevention of Sexual Harassment and Anti-ragging Committee**

Date Programme /Activity & Chief Guest		Achievement / Action Taken
22/2/2016	'Save and Educate Girl Child'	
8/3/2016	Rights given to the citizen by  Constitution	Men Women Equality
29/06/2015	Reporting of committee to Government of Maharashtra	

## **Alumni Association**

Date	Programme /Activity & Chief Guest	Achievement / Action Taken
15/5/2015	Meeting of Alumni Association	Provided Aquaguard for clean and purified water to the students and faculty members.
12/9/2015	Meeting of Alumni Association	
9/10/2015	Teacher Parent Association  Meeting	To inform Parents about various activities in the college.
16/2/2016	Felicitation of Dr. Smt. Sharyu Bhosale for getting Ph.D. in English	

# **Competitive Examination Centre**

Date	Programme /Activity & Chief Guest	Achievement / Action Taken
6/7/2016	Opening of the UPSC/MPSC classes Chief Guest- Principal Dr. Y. S. Patane	The Student got the knowledge of MPSC/UPSC examination Conducted competitive exams classes throughout the academic Year

# **Staff Academy**

Date	Programme /Activity & Chief Guest	Achievement / Action Taken
10/12/2015	Social harmony & the Role of citizens Chief Guest - Hon. Hemant Desai ( Senior journalist & political critic)	Faculty Members got information about the contemporary situation of political & social aspect of Indian society
11/3/2016	Dr. Babasaheb Ambedkar & His thoughts on the development of agriculture Chief Guest - Prof. Dr. A H. Salunkhe ( Senior Academician)	Students and faculty members got vital Information about the views of Dr. Babasaheb Ambedkar on Agriculture

## **DEPARTMENT OF ADMINISTRATION**

SR.NO.	NAME OF THE STAFF MEMBER	DESIGNATION	WORK ALLOTED
1	Shri A.D.Waydande	Head Clerk	General Supervision
			Establishment
			Admission
			University Examination &
			Correspondence
3	Shri S.D.Jadhav	Senior Clerk	Accounts
			UGC correspondence
4	Miss A.S.Kharade	Junior Clerk	Scholarship, Concession, Inward &
			Out ward
5	Shri R.S.Thakre	Junior Clerk	Fee collection

# NON-TEACHING STAFF (CLASS-IV)

SR.NO.	NAME OF THE STAFF MEMBER	DESIGNATION	WORK ALLOTED
1	Shri kadam Dattatraya Ramchandra	Library Attendant	Library Work Cleaning of all library building Rotation of holiday duty
2	Shri Gaikwad Mohan Shrirang	Lib. Attendant	Morning duty Cleaning of II floor of college building Rotation of holiday duty Other work
3	Chavan Rajendra Kallappa	Peon	Shukrawar peth College building Other work
4	Ahire Dadaji Kalu	Peon	Evening duty Cleaning of I floor of college building
5	Shri Amit Kamble	Lib. Attendant	Library Work Cleaning of all library building Rotation of holiday duty

#### **ANALYSIS OF ALUMNI FEEDBACK**

#### **NUMBER OF RESPONDENTS-36**

#### Q.1 HOW IS THE DUCATIONAL ENVIRONMENT OF OUR COLLEGE?

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO. OF RESPONDENTS	25	07	02		02
PERCENTAGE	69.44	19.44	5.56		5.56

# Q.2 WHAT DO YOU THINK ABOUT THE INFRASTRUCTURE AND ADMINISTRATIVE SUPPORT OF OUR COLLEGE?

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO. OF RESPONDENTS	09	27			
PERCENTAGE	25	75			

#### Q.3 WHAT IS YOUR OPINION ABOUT THE FACULTY OF THE COLLEGE?

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO. OF RESPONDENTS	25	09	01		01
PERCENTAGE	69.44	25	2.78		2.78

#### Q4. YOUR OPINION ABOUT FEE STRUCTURE OF THE COLLEGE?

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO. OF RESPONDENTS	9	18	9		
PERCENTAGE	25	50	25		

#### Q.5 HOW IS THE QUALITY OF THE SUPPORT MATERIAL ACCORDING TO YOUR OPINION?

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO. OF RESPONDENTS	15	13	7		01
PERCENTAGE	41.67	36.11	19.44		2.78

#### Q.6 WHAT DO YOU THINK ABOUT TRAINING AND PLACEMENT PROGRAMME IN YOUR COLLEGE?

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO. OF RESPONDENTS	13	17	03		03
PERCENTAGE	36.11	47.22	8.33		8.33

#### Q.7 HOW ARE THE FACILITIES PROVIDED BY IN OUR COLLEGE?

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO. OF RESPONDENTS	14	12	04	02	04
PERCENTAGE	38.89	33.33	11.11	5.56	11.11

#### **Annexure -III**

#### **ANALYSIS OF PARENTS FEEDBACK**

**NUMBER OF RESPONDENTS-75** 

#### Q.1 HOW WAS THE EDUCATIONAL ENVIRONMENT OF OUR COLLEGE

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO. OF RESPONDENTS	39	35	01		
PERCENTAGE(%)	52	46.67	1.33		

# Q.2 WHAT DO YOU THINK ABOUT THE INFRASTRUCTURE AND ADMINISTRATIVE SUPPORT OF OUR COLLEGE?

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO. OF RESPONDENTS	18	47	08		02
PERCENTAGE	24	62.67	10.67		2.67

# Q.3 YOUR OPINION ABOUT TEACHING FACULTY IN THE COLLEGE

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO. OF RESPONDENTS	36	28	05		06
PERCENTAGE	48	37.33	6.67		08

# Q4. YOUR OPINION ABOUT THE FEE STRUCTURE OF THE COLLEGE

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO. OF RESPONDENTS	12	33	22	08	
PERCENTAGE	16	44	29.33	10.67	

#### Q.5 HOW IS THE QUALITY OF THE SUPPORT MATERIAL ACCORDING TO YOUR OPINION

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO. OF RESPONDENTS	12	43	16		04
PERCENTAGE	16	57.33	21.33		5.33

#### Q.6 WHAT DO YOU THINK ABOUT TRAINING AND PLACEMENT PROGRAMME OF THE COLLEGE

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO. OF RESPONDENTS	24	40	09	01	01
PERCENTAGE	32	53.33	12	1.33	1.33

#### **Annexure- IV**

#### **ANALYSIS OF STUDENTS FEEDBACK ON CURRICULUM**

### No of respondents - 231

#### Q.1 HOW IS THE DEPTH OF CURRICULUM

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO. OF RESPONDENTS	136	82	13		
PERCENTAGE	58.87	35.49	5.62		

#### Q.2 HOW IS THE SCOPE OF CURRICULUM

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO. OF RESPONDENTS	107	98	26		
PERCENTAGE	46.32	42.42	11.25		

#### Q.3 WHAT IS THE RELIBILITY OF CURRICULUM WITH EXISTING LIFE STYLE

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO. OF RESPONDENTS	98	104	27		02
PERCENTAGE	42.42	45.02	11.68		0.86

#### Q.4 LEARNING VALUE OF CURRICULUM

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO. OF RESPONDENTS	98	100	29	01	03
PERCENTAGE	42.42	43.29	12.55	0.43	1.29

#### Q.5 APPROPRIATNESS OF REFERENCE BOOKS AND THEIR UTILITY IN CURRICULUM

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO. OF RESPONDENTS	108	96	23	03	01
PERCENTAGE	46.75	41.55	9.95	1.29	0.43

#### Q.6 BENEFITS OF OTHER STUDY RELATED MATERIAL AVAILABLE IN LIBRARY

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO. OF RESPONDENTS	83	108	34	03	03
PERCENTAGE	35.93	46.75	14.71	1.29	1.29

#### Q.7 EFFORTS TO BE TAKEN BY THE STUDENTS TO LEARN THE SYLLABUS

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO. OF RESPONDENTS	107	98	24	02	
PERCENTAGE	46.32	42.42	10.38	0.87	

#### Q.8 OVERALL EVALUTION OF CURRICULUM

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO. OF RESPONDENTS	112	102	10	01	06
PERCENTAGE	48.48	44.15	4.32	0.43	2.59

#### Suggestions-

- 1) Availability of reference books.
- 2) Provide Net facility to students.
- 3) Every class should have ICT Facility
- 5) Cleaning of sanitation blocks
- 6) College should transfer in new campus.

#### Annexure- V

# ANALYSIS OF STUDENTS FEEDBACK (Co-curricular & extension activities)

#### NUMBER OF RESPONDENTS=86

#### Q1) HOW WASTHE CONTENT OF PROGRMME

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO.OF RESPONDENTS	56	24	5		
PERCENTAGE	65.11	27.90	5.81		

#### Q2) SPEECH BY RESOURCE PERSON

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO.OF RESPONDENTS	30	45	10		1
PERCENTAGE	34.88	52.32	11.62		1.16

#### Q3) HOSPITBILITY PROVIDED

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO.OF RESPONDENTS	29	39	16		2
PERCENTAGE	33.72	45.34	18.60		2.32

#### Q4) OVERALL IMPRESSION OF THE PROGRMME

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO.OF RESPONDENTS	46	27	9		4
PERCENTAGE	53.48	31.39	10.46		4.65

#### **Annexure-VI**

# ANALYSIS OF TECHERS EVALUATION BY STUDENT (ARTS FACULTY)

NUMBER OF RESPONDENTS: 880

#### Q1) UNDERSTNDING OF THE SUBJECT BY TECHER

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO.OF RESPONDENTS	519	297	58	6	
PERCENTAGE	58.97	33.75	6.590	0.68	

#### Q2)QULITY OF THE COMMUNICATION SKILL OF THE TECHER

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO.OF RESPONDENTS	514	286	66	14	
PERCENTAGE	58.40	32.5	7.5	1.5	

#### Q3) CLASS CONTROL OF THE TECHER

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO.OF RESPONDENTS	520	279	68	13	
PERCENTAGE	59.09	31.70	7.72	1.4	

# Q4) PUNCTUTING OF THE TECHER

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO.OF RESPONDENTS	551	257	63	9	
RESPONDENTS					
PERCENTAGE	62.61	29.20	7.15	1.02	

# Q5) SYLLABUS COMPLETION BY THE TEACHER

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO.OF RESPONDENTS	514	286	66	14	
PERCENTAGE	58.40	32.5	7.5	1.5	

## Q6) USE OF THE TEACHING AIDS BY THE TEACHER(ACT)

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO.OF	550	289	30	10	
RESPONDENTS					
PERCENTAGE	62.5	32.84	3.40	1.13	

# Q7) MOTIVATION BY THE TEACHER

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO.OF RESPONDENTS	630	200	30	20	
PERCENTAGE	71.59	22.72	3.40	2.27	

#### Q8) AVALABILITY OF LEARING MATERIAL

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO.OF RESPONDENTS	520	279	68	13	
PERCENTAGE	59.09	31.70	7.72	1.47	

#### **Annexure-VII**

# ANALYSIS OF TECHERS' EVALUATION BY STUDENT (Commerce Faculty)

NUMBER OF RESPONDENTS: 416

#### Q1) UNDERSTANDING OF THE SUBJECT BY TECHER

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO.OF RESPONDENTS	362	39	15		
PERCENTAGE	87.01	9.37	3.60		

# Q2) QUALITY OF THE COMMUNICATION SKILL OF THE TEACHER

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO.OF RESPONDENTS	362	39	15		
PERCENTAGE	87.01	9.37	3.60		

#### Q3) CLASS CONTROL OF THE TEACHER

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO DEGREENER
					RESPONSE
NO.OF RESPONDENTS	362	39	15		
PERCENTAGE	87.01	9.37	3.60		

#### Q4) PUNCTUATING OF THE TEACHER

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO
					RESPONSE
NO.OF	362	38	16		
RESPONDENTS					
PERCENTAGE	87.01	9.13	3.60		

#### Q5) SYLLABUS COMPLETION BY THE TEACHER

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO.OF RESPONDENTS	362	39	15		
PERCENTAGE	87.01	9.37	3.60		

#### Q6) USE OF THE TEACHING AIDS BY THE TEACHER

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO
					RESPONSE
NO.OF	362	38	16		
RESPONDENTS					
PERCENTAGE	87.01	9.13	3.84		

# Q7) MOTIVATION BY THE TEACHER

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO.OF RESPONDENTS	390	16	10		
PERCENTAGE	93.75	3.84	2.40		

# Q8) AVALABILITY OF LEARING MATERIAL

RESPONDENTS	EXCELLENT	GOOD	SATISFACTORY	POOR	NO RESPONSE
NO.OF RESPONDENTS	362	39	15	13	
PERCENTAGE	87.01	9.37	3.60	1.47	

#### **Annexure-VIII**

#### New Campus (117, Shukrawar Peth, Satara) Infrastructural Facilities

College is shifted in new campus (June – 2016) at 117, Shukrawar Peth, Satara. The details of infrastructural Facilities available at new campus is as follows:

Sr.No.	Room No.	Particulars	Area (Sq.ft.)			
01	01	Sanstha Office	22.50×20=420			
02	02	Principal Office	20×27=540			
03	03	Administrative office	40×22=880			
04	04	Lecture Hall	40×23=920			
05	05	Lecture Hall	38×30=1140			
06	06	Lecture Hall	30×30=900			
07	07	Lecture Hall	30×30=900			
08	08	Record Room	24×10.5=252			
09	09	Class Room	30×19=570			
10	10	Class Room	30×19=570			
11	11	IQAC/NAAC Room	30×19=570			
12	12	Computer Room	20×30=600			
13	13	Staff Room	20×30=600			
14	14	Staff Washroom	17×5=85			
15	15	Class Room	40×23=920			
16	16	Class Room	40×23=920			
17	17	Commerce Dept. Classroom	36×21=756			
18	18	Sports office	22×30=600			
19	19	Ladies Room & Wash room	27×12=324			
20	20	Gents Staff Washroom	16×18=288			
21	21	Bathroom and Toilet	07×05=35			
22	22	Class Room (Arts)	16×15=390			
23	23	Class Room (Arts)	12×27=324			
24	24	Library	42×20=840			
25	25	Class Room (Arts)	26×15=390			
26	26	Class Room (Arts)	12×27=324			
27 to 29	27,28,29	N.S.S.	33×10=330			
30	30	Ladies Students Wash room	06×10=60			
31	31	Gents Students washroom	23×12=276			
32	32	Indoor Sports Facility Centre	80×120=9600			
		(near to Completion) Ladies Hostel	1022.37 Sq. M.			
33		Passage of Building	07×584=330			
	Total Area in Sq.ft. 26242 Sq.ft.					

#### **Best Practice -I**

#### 1. Title of the Practice

Modi Script Training Programme

#### 2. Goals

- To enable the interested students and citizens read write and translate the important historical documents which are in Modi Script
- To visit the museums to make the learners acquainted with the long preserved historical documents that are in Modi Script

#### 3. The Context

Satara was the capital of Maratha Empire right from the rule of the great king Chh. Shivaji Maharaj, The official language at his regime was Modi. Modi was used as an official language during the period of Peshawar and during the British rule and even after independence upto 1960. So all sort of documents including birth and death certificates, land & revenue documents, property and legal documents correspondence and other historical documents were in Modi Script.

In order to understand, read and interpret the documents, the knowledge of Modi is necessary Many lawyers engineer researchers teachers, Heirs of property are facing the need of the knowledge of Modi Script for various purposes. Taking into consideration the above needs, our institute designed and started Modi Script training programme in 2011 and it is conducted every year.

#### 4. Practice

- a. The Certificate Course in Modi Script is designed by the faculty of department of History of our college under the guidance of Pune Archives.
- b. The faculty of the department of History of our college undergone the training organized by Pune archives
- c. The syllabus and the course programme is approved by the department A/c of Adult and Continuing Education of Shivaji University Kolhapur
- d. The Training program me is of one month duration and it is conducted at the end of the academic year, in the month of April/May every Year
- e. The proper publicity of the course is done through news papers, by notice to the students and through contacts.
- f. The admission is open to students, teachers, doctors, lawyers, officers, housewives and other interested persons

- g. The fee is charged for coaching, study material, examination, and certificate

  The fee is charged as per the guidelines of Shivaji University and the institute
- h. The faculty of the department of History of our college work as the trainers and the expert guest faculty is also invited to train the learners
- i. The proper practice in reading, writing etc. is given during the course and the examination is conducted at end of the program me
- j. The Certificate of completion of the course is issued by Shivaji University, Kolhapur

#### 5. Evidence Of Success

The admitted students and other professionals learned to read, inscribe the Modi Script effectively. They have been enabled to read and interpret the age old historical and other documents which are in Modi Script They can interpret, translate these documents, Many of the teachers and students are benefited by this course. They have used the Modi Documents in their students and research. Many lawyers and other persons who have completed this course are using their knowledge in their respective professions. Some of the aspiring students who have completed this course have started this type of activity on their own.

#### 6. Problems Encountered and Recourses Required

There have been some minor problems in running this course

- 1. Some of the Modi documents are not in good condition. They are worn out so it created some problems in interpretation
- 2. There are some Modi documents scribbled in very different hand writing and are difficult to read
- 3. The Modi Documents are rare and valuable, therefore they are not easily available

#### 7. Notes

The feedback of the trainee has provided us with the need of the course. This course has also generated income for the institution.

#### 7) Contact Details-

The principal,

Arts and Commerce College, Satara,

51, Yadogopal Peth, Satara 415002 (Maharashtra),

Off: 02162-280235 fax-02162-280235

Email- accollegeigac@rediffmail.com,

accollege1972@rediffmail.com

Web Site- www.acccollegesatara.in

#### **Best Practices – II**

#### 1.Title of the Practice

Street Play 'The Thumb of Ekalavya'

#### 2.Goals

- To comment on discrimination in education system.
- To present true history of Chh. Shivaji Maharaj before the society.
- To comment on the miserable condition of Indian farmers.
- To inculcate the values of national integration, equality and fraternity among the citizens.

#### 3.The Context

Our country is divided in religion, castes and creeds, languages, rich and poor etc. It hampers the national integration There are number of problems which are more important such as illiteracy, poverty suicides of farmers, marriage problems unemployment and so on. The present street play focuses on these problems before the audience on the street places.

#### 4. The Practice

- a. A group of 10 to 15 students of our college (8 girls among them) perform this play on the streets at various occasions at various places.
- b. The Play is written by Prof, G.G. Katkar, the professor of History of our college and directed y Prof. G.G. Katkar and Prof. V. M Jadhav.
- c. The actors who perform the play recite all the dialogues and practice actions in college.
- d. It is provided with the background music.
- e. The actors go at various places in the cities and villages and perform this play on the street.
- f. The performance runs up to 20 minutes and it attracts the street walkers.
- g. The street play was also performed in various social functions. It was performed at *Sangli, Rahimatpur, Jawali, Satara*.

#### 5. Evidence of Success

- a. The play is witnessed and seen by the people on the street. People stay and see the complete play. They appreciate the performance.
- b. The letters of appreciation of this play have been received from eminent freedom fighters such as *Hausatai Patil* (The daughter of Pratisarkar

Krantisinha Nana Patil), The great thinkers like Dr. A. H. Salunkhe ( The President of state Culture Draft committee of Govt of Mah.), The great historians like Shrimant Kokate, The great writer kike Dr Baburao Gurav, the eminent writer, director and actor shir Rajkumar Tangade.

#### 6. Problems of Encountered and Resources Required

- The performance needs financial help to visit various places, It is not aided financially by any agency.
- b. No remuneration is paid to the actors, writer and director.
- c. They play is performed by the students of our college. When the students leave the college after completion of the course, it takes time to train the new students.

#### 7. Notes

Since the play is socially important which throws light upon various problems in our nation, It should be boosted by the social institutions, educational institutions and other NGOS.

#### 8. Contact Details

The Principal,

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117 Shukrawar Peth Satara 415002(Maharashtra)

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Co-Ordinator,
Internal Quality Assurance Cell
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Chairperson
Internal Quality Assurance Cell
Arts and Commerce College Satara

Revised Guidelines of IQAC and submission of AQAR

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