



# **SELF STUDY REPORT**

**FOR**

**3<sup>rd</sup> CYCLE OF ACCREDITATION**

## **SATARA MARATHA VIDYA PRASARAK SAMAJ'S ARTS AND COMMERCE COLLEGE SATARA**

**ARTS AND COMMERCE COLLEGE, SATARA 117, SHUKRAWAR PETH,  
SATARA  
415002**

**[www.accollegesatara.in](http://www.accollegesatara.in)**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**September 2018**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Satara Maratha Vidya Prasarak Samaj's Arts and Commerce College, Satara was established in June 1972. It has consistently been striving to contribute in nation building by empowering the youths and inculcating multidimensional and holistic culture in them through educational, need-based, value-added and skill-based certificate courses as well as through co-curricular and extra-curricular activities. The overall academic, cultural and social performance of the college has been excellent since its establishment. Satara Maratha Vidya Prasarak Samaj Sanstha was established by the inspiration of legendary king Rajarshee Chhatrapati Shahu Maharaj in the year 1907. It was established for the socio-educational development of the masses. At the initial stage, this Sanstha inspired and helped the needy and poor students from remote and hilly areas of Satara district. It facilitated the lodging and boarding for students in Satara district by establishing Maharani Jamanabai Boarding which proved to be boon for the students. Satara Maratha Vidya Prasarak Samaj produced renowned personalities for the upliftment of the society. Chief minister, Vice Chancellor, Renowned authors and Artists, Sportsmen, are the past students of this Sanstha. In the period of India-China war Sanstha started Military Feeding Centre to work for nation. It also established women entrepreneurship centre for the widows of soldiers and poor helpless women. Now in the form of Arts and Commerce College, Sanstha is well known for its devoted endeavour in educational and socio-cultural aspects.

### Vision

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

### Mission

Value and quality Education for the advancement of masses

### Goals and objectives

we have formulated our goals and objectives as per the core values of NAAC.

### 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.
3. To provide adequate facilities and guidance to the aspiring students to prepare for competitive examinations.

### 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.
2. To make efforts for sharing the information about research at national and international level as well as networking with other well known institutions.
3. To provide field based learning experience to the students.

## **II. Inculcating a value system among students**

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 the use of technology**

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

## **1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**

### **Institutional Strength**

- Extending higher education facilities to students from rural, hilly and under developed areas.
- Located in the heart of city with well developed building and ground.
- Actively involved in improving inclusiveness and social gratitude through rewarding of eminent personalities worked in the field of social, educational, cultural and agricultural upliftment.
- Better utilization of existing resources.
- Committed Faculty and Staff.
- Improvement in Girls Enrolment Ratio.
- Imparting soft skills through certificate courses.
- Well equipped gymnasium with indoor sports facilities.
- Enriched library having automization in library transactions.
- Unique NSS unit worked for social awareness, water conservation and tree plantation.

### **Institutional Weakness**

- Less number of students and faculty from other state.
- No NCC Unit.
- Less funding for research projects from non government agencies.

## **Institutional Opportunity**

- Development of Industry-Institution interface for making academic programmes more viable.
- Promotion of more society oriented outreach programmes.
- Launching of more job oriented courses in emerging areas.
- Developing Post Graduation Courses for effective student progression.
- Inculcating research orientation among faculty members.

## **Institutional Challenge**

- To avail funding for research project from various agencies
- Developing mechanism for strategy development and deployment.
- To take the output of the research to the society.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

The college makes efforts to put the vision and mission into practice through various programmes. The curricula designed by Shivaji University plays vital role in implementing this and teachers make use of information technology and other advanced teaching methodologies combined with the old lecture method in teaching. Effective implementation of curricula is channelized through academic calendar, academic diary, time table, interactive classroom and library activities. These activities are monitored through IQAC. There is a semester pattern of examination introduced by the university. The college collects and analyses framed feedbacks regarding curricula from students, alumni and parents.

### **Teaching-learning and Evaluation**

The admission process is quite transparent. The college makes use of all available modes for publicizing information about admission to the students and parents. The slow learners are identified by the teachers and special efforts are taken in their case while the advanced learners are provided with wider and latest range of books and other sources of information. A systematic approach is preparing the teaching plan, academic calendar, examination time table etc. facilities the entry process of teaching learning throughout the academic year, making it student-centric. The teachers are encouraged to attend seminars and workshops to keep themselves updated. Continuous internal evaluation of students is done through unit tests, group discussions, assignments, projects. They have been monitored through IQAC. The College Examination Committee takes efforts for effective conduct of examinations, assessment and redressing examination related grievances of students. Every department finalizes the course outcomes.

### **Research, Innovations and Extension**

The research committee makes efforts to inspire faculty to undertake research activities. As a result, there have been 9 minor research projects completed by the faculty. A boost is given to publish the research papers by the teachers in referred journals and books. The necessary facilities such as ICT center, Internet, recent publications

and journals are provided to the teachers. The teachers are always prepared and willing to provide their expertise, knowledge and experience whenever and to whomsoever necessary in the society. A sense of responsibility makes them partake in social work at various levels. The NSS activities involve our students also in such work and a sense of responsibility is developed among them as seen in the incidence of disasters.

The college always takes initiative in the extension activities and support services. Our students have received awards for their performance in cultural activities. Extension and outreach programmes such as 'cleanliness drive', 'save the girl child', 'water conservation', 'blood donation', 'tree plantation' etc. have been organized regularly.

### **Infrastructure and Learning Resources**

The college is located in the city and makes maximum use of the available space. The library provides a good series of reading material to the students, faculty and stake holders by making available required books, latest arrivals, CDs etc. and also the internet. The library is automised. It has made ties with nearby college libraries for exchange of books.

Our sports persons have displayed nice performance at university, national and international levels, bringing laurels to the college. The cultural activities also have made the college feel pride by winning medals and prizes.

The college has well equipped building with necessary amenities such as well furnished classrooms, Seminar hall, Language Lab, and other facilities like LCD Projectors, computers, Laptops, LAN facility. The College Campus Development Committee works for the maintenance and up-gradation of existing infrastructure and the creation of new infrastructure.

The college has well equipped Gymnasium Hall utilized for indoor games such as table tennis, badminton, Shooting Range etc.

### **Student Support and Progression**

The teachers have a good personal rapport with their students. The Career Counseling Cell provides guidance to them about the opportunities available Welfare schemes for students are implanted, The cell for girl students organizes programmes that make them aware about their health and hygiene problems, social hazards as well as opportunities available to them. Encouragement is given to the students to participate in sports and cultural activities. The Alumni Association makes every effort to help the alma-mater moving on the path of progress. College Alumni Association is registered under Society Registration Act 1860 which contributes by organizing guest lectures, financial donations, and non-financial assistance of alumni. The college has developed teaching-learning friendly atmosphere through Student Support and Progression. The college has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases. It is remarkable taking into consideration the large number of female students. The college has a 'Placement Cell' which helps in coordinating all placement activities.

### **Governance, Leadership and Management**

The Management keeps an eye on the activities in the college to ensure that the vision and goal of the college are justified and executed in various programmes and functions in the college. The IQAC co-ordinates the Committees and keeps the Management informed about the activities in the college. The principal, with the help of various committees appointed for various purposes, monitors and guides the activities. The Grievance Redressal Cell, Cell for Prevention of Sexual Harassment of Women and Anti Ragging Cell etc. take care of the problems as and when they arise. All the appointments are made as per the rules and regulations of Government of Maharashtra and UGC. The college plans all its academic, administrative and extension programmes in tune with the vision and mission of the college under the guidance of the honourable members of the management of Satara Maratha Vidya Prasarak Samaj, Satara. The college has decentralization of authority and administration through various committees like LMC/CDC, IQAC, Students Council, Library Advisory Committee, etc. For effective governance, college has adopted e-governance practices in the areas of quality services of library and administration.

### **Institutional Values and Best Practices**

After the visit of the Peer Team of NAAC in October 2012 for reaccreditation (2nd Cycle), IQAC was formed as per the revised guidelines. IQAC has submitted the AQARs regularly every year to NAAC. The college has started need based and job oriented courses to enable the students to earn their living. The prominent and leading thinkers and activists are invited to share their knowledge, experiences and visions with our students and faculty. Facilities of all kinds are offered to the under privileged and differently abled students.

Quality oriented higher education to rural students from all sections of society is the distinctive feature of the college. The college also strives for the holistic development of students through co-curricular and extra-curricular activities organized. Our faculty and principal deliver speeches extensively to the public to orient them to the college and its activities. As a result, there is a good, healthy and conducive relationship between the college and the neighborhood public and society at large. Recognizing the importance of gender equity and sensitization, the college has taken efforts by organizing various lectures on empowerment of women, counselling on health and hygiene, poster presentations, rallies, street plays and group discussions. Tree plantation, lectures on environment awareness etc. are some of the efforts taken by college to create environmental consciousness. The college has taken special efforts for differently abled students by counselling, rendering financial help, and producing study material useful to cater their needs.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	SATARA MARATHA VIDYA PRASARAK SAMAJ'S ARTS AND COMMERCE COLLEGE SATARA
Address	Arts and Commerce College, Satara 117, Shukrawar Peth, Satara
City	Satara
State	Maharashtra
Pin	415002
Website	<a href="http://www.accollegesatara.in">www.accollegesatara.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Yashwant Sambhajirao Patane	02162-282036	9422606177	02162-280235	accollege1972@rediffmail.com
IQAC Coordinator	Rajeshkumar Parmanand Chetiwal	02162-281235	9766981758	02162-284225	rajesh.chetiwal@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	No

<b>Establishment Details</b>				
Date of establishment of the college		15-06-1972		
<b>University to which the college is affiliated/ or which governs the college (if it is a constituent college)</b>				
<b>State</b>	<b>University name</b>	<b>Document</b>		
Maharashtra	Shivaji University	<a href="#">View Document</a>		
<b>Details of UGC recognition</b>				
<b>Under Section</b>	<b>Date</b>	<b>View Document</b>		
2f of UGC	16-01-1978	<a href="#">View Document</a>		
12B of UGC	06-03-2014	<a href="#">View Document</a>		
<b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
No contents				

<b>Details of autonomy</b>	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

<b>Recognitions</b>	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No



<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	Arts and Commerce College, Satara 117, Shukrawar Peth, Satara	Urban	2.62	3623.17

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/ Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BCom, Commerce	36	H.S.C.	English, Marathi	482	482
UG	BA, Hindi	36	H.S.C.	Hindi	141	141
UG	BA, Marathi	36	H.S.C.	Marathi	302	302
UG	BA, Economics	36	H.S.C.	Marathi	225	225
UG	BA, History	36	H.S.C.	Marathi	215	215
UG	BA, English	36	H.S.C.	English	102	102

### Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				2				18			
Recruited	0	0	0	0	2	0	0	2	14	2	0	16
Yet to Recruit	0				0				2			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				11
Recruited	8	1	0	9
Yet to Recruit				2
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

#### Qualification Details of the Teaching Staff

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	0	0	8	1	0	10
M.Phil.	0	0	0	1	0	0	0	1	0	2
PG	0	0	0	0	0	0	6	0	0	6

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	0	4	0	4

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
	0	0	0	0	0

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Certificate	Male	126	0	0	0	126
	Female	111	0	0	0	111
	Others	0	0	0	0	0
UG	Male	598	0	0	0	598
	Female	348	0	0	0	348
	Others	0	0	0	0	0

**Provide the Following Details of Students admitted to the College During the last four Academic Years**

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	75	72	75	69
	Female	28	30	37	55
	Others	0	0	0	0
ST	Male	5	2	4	4
	Female	4	2	4	0
	Others	0	0	0	0
OBC	Male	69	91	85	72
	Female	30	34	47	82
	Others	0	0	0	0
General	Male	508	432	395	442
	Female	271	248	264	313
	Others	0	0	0	0
Others	Male	6	58	63	12
	Female	4	25	22	9
	Others	0	0	0	0
<b>Total</b>		<b>1000</b>	<b>994</b>	<b>996</b>	<b>1058</b>

### 3. Extended Profile

#### 3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 6

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	6	6	6	6

#### 3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1000	1012	1096	1058	934

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
10	10	10	10	10

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
246	268	222	249	254

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

### 3.3 Teachers

#### Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
18	18	16	18	17

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

#### Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
20	20	20	20	20

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

### 3.4 Institution

#### Total number of classrooms and seminar halls

**Response: 14**

#### Number of computers

**Response: 31**

#### Total Expenditure excluding salary year-wise during the last five years ( INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
7.03	13.05	79.32	12.38	42.79

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

###### Response:

All the departments of our college prepare action plans of curricular, co curricular and extracurricular activities for efficient implementation and delivery of curriculum prescribed by affiliating University that is Shivaji University Kolhapur. For this each Department conducts Departmental Meetings. Though curriculum and syllabus for both B.A. and B.Com programmes are prescribed by Shivaji University, Kolhapur, the college makes well planned academic calendar in consultation with Internal Quality Assurance Cell for the effective implementation of curriculum. Regular Departmental Meetings are conducted for planning and distribution of content of curriculum for each faculty member of the Department. Meeting is held in each department at the beginning of academic year for syllabus-content distribution and various relevant methodologies to be used for effective delivery. Thus integrated time table for all classes is prepared first and then the departmental time table is finalized. Content of syllabus of B.A. And B.com, course methods of delivery and methods of internal evaluation are also finalized while distributing particular topic or subject paper to the faculty members. For this his or her expertise is also duly considered. For the application of the curriculum effectively, library provides hard copies and soft copies of syllabus of every subject to the faculty members. Also copy of academic calendar, academic diary and total time table of the college are also provided. Teachers are encouraged and motivated to use various Teaching Aids and E- learning resources. Our class rooms are well equipped with facilities of information and communication technology namely internet facility, computer, LCD projector and screens. Faculties are encouraged to conduct and attend syllabus related workshops. Periodically, Departmental meetings are held to discuss difficulty in actual delivery of the content, monitoring of the quality objectives and assess the attainment records. Records of these meetings are maintained in separate file, each department conducts various classroom tests as per pre-decided internal evaluation pattern for particular year. Also in each semester before university examination preliminary exam based on university pattern of question paper are also conducted. IQAC monitors this implementation of teaching plans and details in academic calendar. The head of each department informally discuss with Principal about the progression of the teaching learning process at the end of every month. The feedback collected from the students give the idea about the improvement to be carried out in the teaching learning process. The IQAC monitors the overall process through the collection of feedback from students and conducting regular academic audits by the Internal Peers. The IQAC follows robust approach to ascertain the difficulties in the curriculum delivery. They are identified and rectified duly. Slow learners are encouraged to come and do hands –on exercise at their own pace to facilitate self learning. Industrial study tours, case studies, surveys, field visits and excursions, project works and hands on experience. These are the parts of curricular or extracurricular activities. The students are intimated regarding topics to be taught, tentative examination schedule and syllabus completion through website.

##### 1.1.2 Number of certificate/diploma program introduced during the last five years



**Response: 23**

**1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	7	2	4	10

File Description	Document
Minutes of relevant Academic Council/BOS meetings	<a href="#">View Document</a>
Details of the certificate/Diploma programs	<a href="#">View Document</a>

**1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years**

**Response: 90.91**

**1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
05	03	03	03	02

File Description	Document
Details of participation of teachers in various bodies	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**1.2 Academic Flexibility**

**1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years**

**Response: 0**

**1.2.1.1 How many new courses are introduced within the last five years**

Response: 00

File Description	Document
Details of the new courses introduced	<a href="#">View Document</a>

### 1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

**Response:** 100

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 6

File Description	Document
Name of the programs in which CBCS is implemented	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

**Response:** 17.59

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
162	300	107	181	128

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	<a href="#">View Document</a>

## 1.3 Curriculum Enrichment

### 1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

**Response:**

Institution integrates cross cutting issues relevant to Gender, Environment, and Sustainability, Human Values and Professional Ethics in the Curriculum by conducting various curricular activities restricted to

classroom teaching of different subjects of Faculty of Arts and Faculty of Commerce as follows :

Course	Chapter/Unit	Development of Values
Marathi	Gramin, Strivadi, Dalit, Loksahitya, Critical analysis of various trends in Literature.	Humanity and Sensitivity
Hindi	<i>Vidha Vishesh ka adyanan, Prayojnmulak Hindi-Jansanchar Madhyam, Adhunik Kavya, Madhykalin Kavya Adhunik Gadya</i>	Gender equality, Professionalism
English	Equality. Human values represented in the drama 'Bravely Fought the Queen' by Mahesh Dattani	Gender equality
Geography	Population, pollution, water conservation, global warming	Environmental awareness, Sustainability
History	The Rise of Maratha Power, History of Indian freedom struggle, introduction of history writing.	Nationality, Removal of Social Barriers
Education	Scientific Method, Educational Philosophy – Sociology-Psychology, Pedagogy and Development of Education , Personality	Empathy, Creativity, Scientific Attitude.
Economics	Demographic Profile of Population in India, Sustainable Development	Economic Sustainability
Commerce	Women Entrepreneurs, Principals of Management, Social Responsibility and Role of Entrepreneurs in Economic Development	Dignity of Labour

Along with these curricular aspects our college also conducts various skill based, value oriented courses, workshops, seminars guest lectures which are aimed to integrate cross cutting issues

**Events Related to Cross Cutting Issues relevant to Gender, Environment and Sustainability, Human Values as well as Professional Ethics**

Date	Department	Programme
17/07/2013	Vidyarthini Kalyan Mandal	Guidance of Competitive Examinations
15/08/13	Jagar Janivancha Abhiyan	AIDS Awareness
23/10/2013	Committe for 'Prevention of Sexual Harrassment of Women at Work Place'	Legal Awareness
08/08/2014		Laws related to women

08/03/2014	Department of Education	Seminar of Girls Students on "The Prospects of Women Empowerment"	
08/03/2014	Vidyarthini Kalyan Mandal	Himoglobin Check up	
08/03/2014		Direction of Women Empowerment : One Day Seminar	
21/08/2015		Women Legal Literacy	
28/08/2015		Sakhi Bandhan	
10/8/2015		Department of Hindi and Marathi	Hindi aur Marathi Sahitya me Dalit Nari Vimarsh
28/9/2015	Dept. of History and Geography	Geo-Historical Approach of Tourism Potential in Maharashtra	
30/12/2016	Committe for 'Prevention of Sexual Harrassment of Women at Work Place'	Dowry Prevention	
09/01/2016	Vidyarthini Kalyan Mandal	Disaster Managaement	
22/02/2016	Committe for 'Prevention of Sexual Harrassment of Women at Work Place'	Save Girl Child , Educate Girl Child	
08/03/2016		Rights given by Constitution for women	
06/02/2017		One day workshop on 'Prevention of Sexual Harrassment of Women at Work Place'	
08/03/2017		World Womens Day	
10/01/2018		Birth Anniversary of Savitribai Phule	
12/01/2018	Vidyarthini Kalyan Mandal	Social Media and Cyber Crime	
29/01/2018	Committe for 'Prevention of Sexual Harrassment of Women at Work Place'	Street Play about Women Awareness	
20/01/2014	Geography	Environmental Degradation	
12/09/2014		Soil & Water Conservation	
14/01/2015		Seminar on Environmentalism	
14/01/2016		Publication of Ajinkya Wallpaper : Topic -Save Earth	
20/01/2016		Environmental Geography-Nature Club	
12/08/2017		Opportunities in Historical Tourism	
18/08/2017		Vocational Opportunities in Agro Tourism	

2013 to 2018	History	Certificate Course in Modi Script
31/12/2013	N.S.S	Distribution of Plants and Conservation of trees
16/01/2014 to 22/01/2014		Conservation and Protection of Historical Monuments and Heritage : Special Camp
16/01/2018 to 22/01/2018		Campaign for water conservation and awareness about global Warming

**1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years**

**Response:** 23

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 23

File Description	Document
Details of the value-added courses imparting transferable and life skills	<a href="#">View Document</a>

**1.3.3 Percentage of students undertaking field projects / internships**

**Response:** 23.6

1.3.3.1 Number of students undertaking field projects or internships

Response: 236

File Description	Document
List of students enrolled	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise**

**A. Any 4 of the above**

**B. Any 3 of the above**

**C. Any 2 of the above**

**D. Any 1 of the above**

**Response:** A. Any 4 of the above

File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

**1.4.2 Feedback processes of the institution may be classified as follows:**

**A. Feedback collected, analysed and action taken and feedback available on website**

**B. Feedback collected, analysed and action has been taken**

**C. Feedback collected and analysed**

**D. Feedback collected**

**Response:** B. Feedback collected, analysed and action has been taken

File Description	Document
URL for feedback report	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average percentage of students from other States and Countries during the last five years

**Response:** 0

##### 2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of students (other states and countries)	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 2.1.2 Average Enrollment percentage (Average of last five years)

**Response:** 92.26

##### 2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1000	994	996	1058	934

##### 2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1080	1080	1080	1080	1080

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 2.1.3 Average percentage of seats filled against seats reserved for various categories as per

### applicable reservation policy during the last five years

**Response:** 3088

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
295	314	337	303	295

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.2 Catering to Student Diversity

**2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners**

**Response:**

Our Institute has developed various methods to solve this problem and gear-up the activity. The academic performance of students in the previous academic year helps us in identifying the slow and advanced learners. From the academic year 2013-14 a new policy framed to organize special programmes for the slow and advanced learners. It is as follows:

**Method of Identification of Slow Learners:**

The identification of slow learners is done through well planned mechanism which has been implemented properly by all the departments. While selecting the slow learners average class percentage is considered. The students much below the average class percentage are considered as slow learners. The IQAC, in consultation with Department of Internal Examinations recommends remedial teaching on the basis of the student's performance in the previous examination in different subjects. The departments are instructed to follow strategies developed by IQAC for the slow learners. They are also instructed to prepare a timetable for focused and intensive and exam oriented teaching.

**Remedial teaching policy for slow learners:**

Remedial teaching is organized at Undergraduate Level to improve basic knowledge of the students. It has been raising their level of confidence in the difficult topics to provide stronger foundation for further academic work and improving the performance in the examinations.

**Method of Identification of advanced learners:**



The identification of advanced learners is done through well planned mechanism which has been implemented properly by all the departments. While selecting the advanced learners average class percentage is considered. The students much above the average class percentage are considered as advanced learners. The IQAC, in consultation with Department of Internal Examination recommends additional tasks on the basis of the student's performance in the previous examination in different subjects. The departments are instructed to follow strategies developed by IQAC for the advanced learners. The different tasks are given to advanced learners.

IQAC advises to various departments to provide extra educational tasks and assignments to advanced learners. It is necessary to inculcate reading culture and reference work practice to the advanced learners and develop competence skills and research attitude and culture.

#### Outcome

The students identified and provided extra coaching under the remedial teaching scheme have successfully passed the university examinations while the advanced learners have shown outstanding performance in examinations. It proved very successful activity to strengthen the process of learning of students. The students have become well-versed in various difficult concepts and terminologies.

#### 2.2.2 Student - Full time teacher ratio

**Response:** 55.56

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 2.2.3 Percentage of differently abled students (Divyangjan) on rolls

**Response:** 0.6

##### 2.2.3.1 Number of differently abled students on rolls

**Response:** 06

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any other document submitted by the Institution to a Government agency giving this information	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 2.3 Teaching- Learning Process

#### 2.3.1 Student centric methods, such as experiential learning, participative learning and problem

### **solving methodologies are used for enhancing learning experiences**

#### **Response:**

The students enrolled in our institution come from different social and economic strata of society. They need to be enabled to face the challenges in all spheres of life. For strengthening learning skills of our students who have come from hilly and rural areas, it is necessary to provide skill based learning. Institution makes efforts for the improvement in the teaching, learning and evaluation activities which are students centric. For this purpose various teaching methods are being used by different departments to enhance and boost the learning process. Our faculty members use various student centric teaching methodologies which are as follows:

Seminars, Symposiums, Projects, research lecture series, study tour are basic methods of experiential learning used in our college.

Department of English has used the experiential learning method with the help of language lab, spelling, essay, poetry recitation competitions. A one day workshop was also organized to tackle hurdles in Interview Techniques.

Department of Marathi organized activities related to experiential learning. It is achieved by conducting student centric workshop, like 'A freelance dialogue with An Author'. The idea behind the workshop was to give face to face interaction opportunity to the students with the great Authors. To gear-up writing skill, students have been encouraged to write scripts and also encouraged to develop critical thinking.

Department of Hindi organized workshop about Social Media. The department followed the methods namely Library Visits, IT Training, Essay writing, writing of poetry to develop the writing skills. The students actively participated in the various activities.

As far as participative learning is concerned, Department of Education used various learning methods like Group Discussion of the students. The symposium and group discussions on the various topics in Educational Sociology and Educational psychology as well as Scientific Methodology and thinking have been arranged. Department of History organized visits to the places of historical importance and excursions. Department of Economics organized discussion sessions on Budget, Black Money and Stock Market. Department of Geography organized visit to soil testing laboratory.

Projects, Debates, Inter-active learning sessions and Study Tours have been organized by the Department of Commerce for actual observation of managerial practices.

### **2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.**

**Response:** 100

#### **2.3.2.1 Number of teachers using ICT**

Response: 18	
File Description	Document
List of teachers (using ICT for teaching)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

<b>2.3.3 Ratio of students to mentor for academic and stress related issues</b>	
<b>Response: 55.56</b>	
2.3.3.1 Number of mentors	
Response: 18	
File Description	Document
Any additional information	<a href="#">View Document</a>

<b>2.3.4 Innovation and creativity in teaching-learning</b>	
<b>Response:</b>	
<p>The teaching faculty makes use of different innovative and creative methods, devices, techniques and conducts activities in interactive approach of the teaching and learning to make them effective. They include teaching supported by ICT, use of audio-visual aids, e-books, e-journals, relevant Social Media, LCD Projectors, field work, surveys, study tours, interviews of experts and teaching with interdisciplinary approach, book reviews, and use of films, internet and Industry visits.</p> <p>Department of Commerce organized visits to commercial units like local market, small scale business units for providing practical exposure to the students. This department has organized the campus interviews and provided opportunity for the personality development and career placements. This department has organized lectures on 'Entrepreneurship Development and Career opportunities in Commerce'. The question bank was provided for additional practice of the students.</p> <p>The departments of Hindi, Marathi and History arranged visits to places of cultural, Historical and literary importance. Department of English used innovative teaching methods like role play, debating, group discussion, seminars, Spoken English and Soft Skills Development Course and display of movies based on syllabi for better understanding of literature.</p> <p>The students of Marathi are exposed to different skills of language they use, Literary qualities are inculcated through the events like essay, debating and other literary events. The institution pays special attention to students who need extra efforts from regular teaching learning process. We have provided audio aids for Divyang-visually challenged students in academic year 2013-14 to 2017- 2018. The topics in syllabus and teaching units were provided in the audio form by the concerned faculty and gave Educational and other academic facilities for Differently able students. Educational CDs are available in the central library. INFLIBNET is subscribed which provides access to e-books and e-journals.</p>	

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

**Response:** 88

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>

### 2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

**Response:** 47.65

#### 2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
10	09	08	08	07

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 2.4.3 Teaching experience per full time teacher in number of years

**Response:** 12.5

#### 2.4.3.1 Total experience of full-time teachers

Response: 225

### 2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

**Response:** 40.23

#### 2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	1	1	1	1

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of award letters (scanned or soft copy)	<a href="#">View Document</a>

#### 2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

**Response:** 0

##### 2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

**Response:**

The College has implemented following strategies to evaluate the performance of the students as a part of Internal Evaluation. As mentioned in the perspective plan, the college internal examination committee monitors the entire process of Internal Evaluation Process. The committee works towards making the internal examination process more transparent and objective. In consultation with IQAC, it introduced the following reforms. The committee guided the academic departments to conduct the different types of formative tests so that the fulfillment of objectives of the topics and the learning levels of students get checked.

To know the result of teaching and learning process, proper measures have been adopted by the institution for the effective implementation of testing and evaluation process. Reforms have been made where necessary. To lay down the system of continuous internal evaluation, Examination Committee is formed at college level. The committee chalk out the programs and strategies for conducting internal examinations in

addition to examinations conducted by the university. After the completion of the topic or unit from syllabus, tests are conducted in class itself to know the outcome.

Home Assignments are given on important topics taught and are assessed by concerned teachers. As part of reforms in the examination system students are allowed to make use of texts and reference books in surprise oral tests and prepare the answer of topic or question set for the test.

Besides traditional methods such as Home Assignments, new methods such as open book tests, surprise tests, seminars, multiple choice question series, quiz, group discussions, projects were introduced at the level of departments. The faculties are given space and time to conduct such formative tests. These reforms have resulted in increasing the level of acquisition of subject knowledge.

The committee prepare the schedule of mid-term examination. The faculties set the question papers as per the pattern of the university examinations. The central assessment is carried out in the college itself. The evaluation reports are prepared within the stipulated time. The results are conveyed to the students in the classroom.

### **2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety**

#### **Response:**

The internal assessment process consists of unit tests, seminars, oral examinations, assignments, objective type questions, quiz tests, etc. The institution takes efforts to make them transparent and robust in terms of frequency and variety. Assessment is equally important like teaching and learning process. Teachers need frequency and variety in examination for the proper assessment of the outcomes of the teaching.

The process of internal examination is communicated to the students well in advance, and the students are made aware of the evaluation system to ensure strictness and transparency in the internal examination.

After midterm examination and departmental formative tests, the teachers who assess the test and examination answer papers, call the students on a scheduled day to hand over the copies of answer books. The students come to know their performance, and the way papers are assessed, and marks are given in the evaluation system. Students get their doubts clarified on the very day. Besides, the idea of how to write ideal answers is made clear to the students by the concerned teachers.

The college administration gives freedom to the departments to choose the method of formative evaluation to bring the variety in the methods of internal examinations and evaluation which includes: Multiple choice question tests, Unit tests, Home Assignments, Seminars, Project Reports, Oral Exams and Communication Skills Tests etc.

### **2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and**

**efficient**

**Response:**

Mechanism to deal with examination related grievances is transparent, time bound and efficient. Examinations are held at the level of college as a part of internal evaluation system as well as university examinations. Grievances from these two types of examinations are redressed through a system and a proper process laid down by the college and university. Examination Grievances Redressal Committee is set up to solve the problems and grievances arising out of internal examinations at college level. The chairperson of the committee works as a head of the college examination work. Grievances raised in internal examinations are sent to the committee. The Heads of Departments and the faculty assessing the answer sheet are informed.

There is a separate provision for redressal of grievances related to university examinations. University circulars regarding revaluation process are displayed on notice board and accordingly students who have grievance approach the office for further communication with university examination department. The applications for demand of photocopies of answer book are sent by the concerned students to the university.

There is a mechanism for redressal of grievances concerning evaluation both at the college and university levels. The redressal of grievances at UG Part-I evaluation is made at the college level and the cases of grievances at the Part-II, III evaluation are forwarded to the university. The Internal Examination Committee deals with the grievances related to the internal examinations. The mechanism for the redressal of the grievances is as per the university rules. If any student feels that the score given to him in any paper is not just, he or she can apply for photocopies of the assessed answer-book. The college collects fees from the students for the photocopy of the answer books. The college provides photocopies to the students.

In the second stage, after receiving the photocopy, he/she may confirm possibility of change in marks in consultation with subject experts and if there is possibility of changes in marks he/she can apply for revaluation by remitting the fees to the college. The college gets it assessed by appointing subject expert other than the previous examiner. This mechanism is time bound that is after the declaration of result students can apply for photocopies within fifteen days. After receiving photocopies students can apply for revaluation within four days. The process of revaluation is completed within stipulated time.

#### **2.5.4 The institution adheres to the academic calendar for the conduct of CIE**

**Response:**

The institution has a well-planned policy for conduct of CIE. A time table for continuous internal examinations is prepared by the examination committee. The CIEs are conducted class wise by the concerned teachers. As suggested by IQAC the internal examination includes seminars, group discussions, poster presentation, assignments, test projects, etc. These examinations are conducted by every department as per the convenience in the frame work provided by the examination committee. The results of internal examinations are discussed in the class rooms. The feedback is given to the students. The overall performance of every department is discussed in the departmental meetings. Students academic performance is underlined through the results declared by the University of every Examination. The results are discussed, analyzed in the departmental meetings as well as in a common meeting organized by the

examination committee.

The college prepares and publishes 'Academic Calendar' containing the relevant information regarding the teaching-learning schedule (working days), various events to be organized, holidays, dates of internal examinations, etc. The academic calendar is prepared so that teachers and students know in advance all the activities regarding teaching-learning and evaluation process and it is also published on the website of the college.

Evaluation of students' acquisition of subject knowledge through classroom learning is a significant component of the evaluation. The college prepares a schedule of internal examinations well in advance and brings it to the notice of students. The college follows the structured evaluation pattern for the UG courses.

## 2.6 Student Performance and Learning Outcomes

### 2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

#### Response:

The college has clearly stated Programme Outcomes, Programme Specific Outcomes, Course Outcomes and Learning Outcomes. The Vision and Mission statements are displayed on the college website as well as in college campus. These outcomes have been set, taking into account the variety of programmes and the heterogeneity of rural and urban students. The Programme Outcomes are mentioned by the affiliating university in the syllabi prescribed to each and every class. In the beginning of every academic year the programme outcomes are verbally communicated to the students by concerned teachers.

All these outcomes are explained to students in the classrooms. There are some universal learning outcomes also which are inherent in every syllabus. The students are encouraged, guided to learn and imbibe these outcomes. They are also percolated to students through organization and participation of co-curricular and extra-curricular activities. Every department plans and conducts all activities in light of the programme and course outcomes. The performance of students in university examinations and in different internal evaluation methods are parameters of outcome assessment. For the assessment of students, summative and formative approaches are followed to get intended learning outcomes. The teaching-learning and assessment processes are reviewed by the IQAC by way of Academic and Administrative Audit. Records of academic results and other achievements are maintained by the departments and the institution. They are submitted to the IQAC at the end of academic year. The feedback obtained from students on the teaching-learning process helps to understand the expected learning outcomes. The students' overall performance in co-curricular and extra-curricular activities help to judge the programme or course outcomes. The college tries its level best to inculcate above mentioned outcomes. Following are some of the Programme and Course outcomes related to our courses:

1. Communication skills and competitive spirit, literary sensibility.
2. Good citizenship with soft skills development.
3. Constructive social work through women empowerment, gender equity,
4. Opportunities to differently abled students, knowledge of respective subject.
5. Entrepreneurship development and career opportunities in Commerce etc.



All the departments that conduct regular programs along with specific additional courses are asked to define their program outcomes and course outcomes by the IQAC and the college administration. These outcomes were confirmed by the faculty of every department in their department meetings and then these are uploaded to the college website. These outcomes are displayed on the notice board of each department. In the alumni meetings, the discussion on these outcomes is made intentionally in the presence of the students.

The college has started some self-designed certificate courses. The Programme outcomes of these self-designed courses in the last five years are also clearly stated and displayed on the college website. They are also communicated to the students in regular classes. Besides, the respective departments where these courses are run also make the students aware of these outcomes.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

**Response:**

The institution has a mechanism to evaluate the attainment of programme outcomes, programme specific outcomes, course outcomes at each stage. Every teacher is involved in explaining the course specific learning outcomes to students. The success of the activity underlines attainment of outcomes. The institution applies formal and informal strategies to ascertain that the students achieve the learning outcomes through the course. The activities organized by different departments and support services also reflect the vision and mission of the institution. Each and every co-curricular and extra-curricular activity is planned in accordance with certain outcomes/objectives. It is compulsory to submit annual action plan of activities to be organized with clear cut objectives to IQAC. The Principal and the LMC/CDC take into consideration the effect and usefulness of the activity while granting the permission. The learning outcomes are monitored through the performance and results of students in internal and university examinations. An analysis is carried out at department level. Feedback is provided accordingly. Regular meetings of faculty and staff are arranged through IQAC to discuss the specific learning outcomes achieved. In this way the academic performance, performance in extension activities, enrolment to higher education, number of placements made, number of awards and prizes won are the parameters to evaluate achievements of students.

The institution uses formal and informal strategies to ascertain that the students achieve the learning outcomes through the course

### 2.6.3 Average pass percentage of Students

**Response:** 51.65

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 94

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 182

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.6

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)**

**Response:** 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

**File Description**

**Document**

List of project and grant details

[View Document](#)

**3.1.2 Number of research projects per teacher funded, by government and non-government agencies, during the last five year**

**Response:** 0

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

Response: 18

### 3.2 Innovation Ecosystem

**3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge**

**Response:**

Our Institute is running undergraduate programs and courses. Our Thrust is on teaching, learning, evaluation and extension activities. Though we are engaged in such activities we have a research facilities. The library is a very useful resource of research. Research work of the institute is monitored by 'Research Committee' of the College. Teachers are doing their research with the help of collection of references from the library. The library has a computer facility through which teachers can access their N-List account. Most of our faculty members have completed their doctoral research and research projects with the help of

these facilities. Every year our Institute makes provision for research. Research Committee organize various lectures on various aspects of the research. For final year graduate students we have organized a lecture series on preparation of project works, workshops on research methodology. Students submit their research projects as a part of University examination. We have published "Vidyamrut," a Research Book (edited), Geo – Historical approach of tourism potential in Maharashtra, 'Rural Public Health Services in India' Hindi Aur Marathi Sahitya me Dalit nari Vimarsh and Ajinkya wall paper, hand written articles and environmental studies projects of B.A.II and B.Com.II students. Every faculty member writes a research article in "Vidyamrut." From last five years, we have been organized Placement Camp.

### 3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

**Response: 1**

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

File Description	Document
Report of the event	<a href="#">View Document</a>
List of workshops/seminars during the last 5 years	<a href="#">View Document</a>

### 3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

**Response: Yes**

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

**Response: No**

3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years

**Response:** 0.27

3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
13	5	1	5	0

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>

**3.3.4 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years**

**Response:** 5.29

3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
9	27	24	17	15

File Description	Document
List books and chapters in edited volumes / books published	<a href="#">View Document</a>

### 3.4 Extension Activities

**3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years**

**Response:**

Campus interviews were arranged by our institute in collaboration with Infosys Pvt. Ltd. Pune. Every year we organize placement drive of Infosys in our campus. In last five years more than 2000 students from the various institutes and colleges participated and 137 students were selected. College has organized various activities in sensitizing students to address social issues and holistic development. Girl Students Welfare Committee in association with 'Mandeshi Foundation Satara' organized various skill based courses such as dress making Fashion Designing , Teddy Bear Making, Cloths Bag Making , Beauty Parlor , Traditional Sari Making etc. 125 students have participated in this activity in academic year 2016-17

Farmers meet of Satara District was organized by the IQAC and Alumni Association. In academic year 2016-17. 18 teachers and 64 farmers took part in this unique activity .Farmers got knowledge about the organic and modern farming. National Service Scheme of the College and Rotary Club Satara organized 'Women Health Checkup 'Camp in 2015-16. 10 teachers and 100 students were participated in this activity. Hemoglobin Checkup Camp was organized for the girl students in 2013-14 by NSS and student welfare Committee. Voting Awareness Program was organized by NSS. 15 teachers and 37 students participated in the programme.

Environment protection and conservation of plantation was done on 'Ajinkyatara' fort. Plants were distributed to the students for plantation. Teachers and students participated in this activity. Blood Donation Camp was organized on Savitribai Phule Birth Anniversary. Cleaning Campaigns were organized at Gandhi Krida Mandal and at old age home in academic year 2015-16.

Street Play 'Ekalawayacha Aangatha' is unique public awareness activity of our Institute. This street play was rewarded by 'Karnti Theater' Satara. Save Baby Girl Child, Prevention of Sexual Harassment of Women at Work Places is the program which has sensitized students and society.

A collaborative symposium with Vishwakosh Mandal of Government of Maharashtra was organised to include forlorn Indian writers, their literature in Vishwakosh. One day workshop was organized on Prevention of Sexual Harassment of Women at Work Places under lead college scheme in Academic year 2016-17. Various water conservation structures were built by our NSS volunteers at Fort Ajinkayatara in last five years. Through the program of 'Dnyanachi Shidori', 202 students and other stakeholders were benefited. Free books were issued to the citizens who visited the function. Save endangered bird sparrows was a unique activity to save rare bird sparrows. The nests for sparrows were tied on the trees in the campus with grains and water in it for the birds.

All above activities and programs were organized by various departments and committees, which depict that college is involved in social activities.

Following are some of the extension activities undertaken by our institute which have benefited neighbourhood community

1. Teachers' Benevolent Fund (Health Checkup Camp)
2. Health Check Up Camp (Student Welfare )
3. Health Check Up Camp Senior Citizens
4. Industrial Meet
5. AIDS Awareness Programme
6. Modi Script learning Programme
7. National Seminar on Indian Languages and Literature

### **3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years**

**Response: 2**

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>

**3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years**

**Response:** 10

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	3	2	1	2

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Number of extension and outreach programs conducted with industry,community etc for the last five years	<a href="#">View Document</a>

**3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years**

**Response:** 39.28

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
598	503	223	151	461

File Description	Document
Report of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt. or NGO etc.	<a href="#">View Document</a>

### 3.5 Collaboration

#### 3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

**Response: 11**

##### 3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	2	2	2	2

File Description	Document
Number of Collaborative activities for research, faculty etc.	<a href="#">View Document</a>
Copies of collaboration	<a href="#">View Document</a>

#### 3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

**Response: 0**

##### 3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0



<b>File Description</b>	<b>Document</b>
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	<a href="#">View Document</a>

NAAC

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.**

**Response:**

The Institution tried to provide adequate facilities for the teaching and learning for effective interaction between students and teachers. The college has adequate physical and academic facilities as per the norms of University and UGC to run the different programmes. The area of College campus is 10,600 sq.mts. The college is well equipped with the physically enabled infrastructure that supports the existing academic programmes and administration.

Building wise description is as below:

**Building- A**

<b>Ground Floor</b>	<ul style="list-style-type: none"> <li>• Office of Management Council</li> <li>• Principal Cabin</li> <li>• Administrative Office</li> <li>• Exam Strong Room</li> <li>• Library</li> <li>• Study Hall for Students</li> <li>• ICT equipped Classrooms : 03</li> <li>• Department of Commerce</li> <li>• Store Room</li> <li>• Drinking Water Facility</li> <li>• NSS Office</li> <li>• Department of English</li> <li>• Classroom</li> </ul>
<b>First Floor</b>	<ul style="list-style-type: none"> <li>• Class Rooms : 04 ( ICT Facility:01)</li> <li>• IQAC/ NAAC Room</li> <li>• Common Staff Room</li> <li>• Computer Centre/Language Lab</li> <li>• ICT equipped Seminar Hall : 01</li> <li>• Washrooms ( Ladies and Gents)</li> </ul>

**Building- B**

<b>Ground Floor</b>	<ul style="list-style-type: none"> <li>• Dept. of History</li> <li>• Classroom with ICT: 01</li> <li>• Ladies Room</li> <li>• Toilet Blocks</li> </ul>
<b>First Floor</b>	<ul style="list-style-type: none"> <li>• Dept. of Marathi, Hindi and Economics</li> <li>• Class Rooms with ICT: 03</li> <li>• Office of Competitive Exam Center</li> <li>• Toilet and Bathroom</li> </ul>

**Building- C**

	<p><b>Ladies Hostel (UGC XI Plan) Total Area 1022.37 sq.mts.</b></p> <ul style="list-style-type: none"> <li>• Total Rooms: 12</li> <li>• Dining Hall and Kitchen</li> <li>• Rector Room</li> </ul>
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**Building- D**

	<p><b>Indoor Sports Facilities and Training Center (UGC XI Plan) Total Built up area 887.90 sq.mts.</b></p> <ul style="list-style-type: none"> <li>• Gymkhana Office</li> <li>• Badminton Courts: 03</li> <li>• Table Tennis</li> <li>• Carom and Chess</li> <li>• Gym</li> <li>• Shooting Range</li> <li>• Washrooms (Ladies and Gents)</li> </ul>
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**Other Facilities**

- **Parking Zone**
- **Gents Lavatories**
- **Generator Room**
- **Day Care Center**
- **College Canteen**
- **Synthetic Football Ground**
- **Cement Cricket Pitch**
- **Long Jump Pit**
- **Kabaddi Ground**
- **Hall for Cultural Activities**

**4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor), gymnasium, yoga centre etc., and cultural activities**

**Response:**

Indoor Sports Facilities and Training Center sanctioned under XIth Plan of U.G.C. was completed in November 2015. Indoor hall is well equipped with necessary sport facilities. The sports facilities offered to our students through this center include, three Badminton Courts, Table Tennis Court, Shooting Range, a spacious gym, Gymkhana Office, two washrooms and a carom and chess points. The students utilize these facilities and get advantage of all these facilities.

Apart from this, our institute offers some outdoor sports facilities such as a cricket pitch, Kabaddi Grounds for boys and girls and a shot-put arena. There is a seven side football ground furnished with ashro turf, with flood light surrounded with net.

<b>Indoor Sports Facilities</b>		
<b>Sr.No.</b>	<b>Names of Sports</b>	<b>Measurement</b>
1	Badminton	3 Court 20 ft x 44 ft
2	Gym	80 ft x 30 ft
3	Table Tennis	30 ft x 20 ft
4	Carom and Chess Zone	35 ft x 35 ft
5	Shooting Range	45 ft x 30 ft
6	Cricket Cement Pitch	10 ft x 35 ft
7	Long Jump Pit	8 ft x 30 ft
8	Kabaddi Ground (Male)	12.50 M x 10M
9	Kabaddi Ground (Female)	11 M x 08 M
10	Shot Put	Circle 7 ft
11	Football Ground	60 ft x 120 ft

Cultural Cell – There is a separate provision for practice of cultural programmes with required instruments

**4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc**

**Response:** 64.29

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 9

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	<a href="#">View Document</a>

**4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.**

**Response:** 48.1

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
6.20	6.19	54.50	3.25	4.25

File Description	Document
Details of budget allocation, excluding salary during the last five years	<a href="#">View Document</a>
Audited utilization statements	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

**4.2.1 Library is automated using Integrated Library Management System (ILMS)**

**Response:**

**Name of the ILMS software :** The Library uses E-granthalaya Software developed by [National Informatics Centre](#),(NIC), [Ministry of Electronics and Information Technology](#), Government of India. Delhi.

All the books and periodicals are bar coded and circulated to users in accordance with the bar codes .

In this software various modules are used in library such as:-

- **Book Acquisition:** - The approval for purchase of books and generation of orders is made through this module and it is used for accession of books.

- **Cataloguing:** - This module is used in library for stock verification and generate bar code labels.
- **Circulation:** - This module is used for registration of members, issue and return of books and periodicals. It is also used for overdue reminder to the users by sending emails. The circulation reports are generated through this module.
- **Serials:-**This module is used for accession of periodicals and used for reminders to the publishers for the periodicals which are not arrived.
- **Micro Document:-**This module is used for news paper clippings
- **Budget:** - The invoice details of purchase of books and periodicals are filled in this module. The bill register is maintained in this software.
- **Search:** - This module is used for SDI, Current Awareness, Documentation Bulletin services for the library users. The accession register is made available from this module whenever required.
- **OPAC:** - OPAC is available for users. For OPAC a computer is provided at the entrance for this purpose. Books are searched on basis of various criteria like, Title, Author, Keywords, Publisher, and ISBN.
- Electronic Display Board/Television is also available in the library.

Through OPAC facility, readers get access to the books very easily and quickly. It also provides the information of recently arrived books to all the users. OPAC facility is made available through LAN.

**Nature of automation (Fully or Partially): fully automated**

The college library is fully automated such as accession, circulation, stock verification reminder letters, students' attendance is done through software. User Tracking System Software is used for daily attendance to library users.

**Version of ILMS software:- eG3 Rev-31**

**Year of Automation: Partially automated from 2013-14**

**Library Website:- Separate web page in college website- [www.accollegesatara.in/library](http://www.accollegesatara.in/library)**

**In house/remote access to e publication:- N-LIST**

**CALIBRE : E-BOOK MANAGEMENT SOFTWARE**

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment**

**Response:**

RARE BOOK REPORT						
Sr.No.	Name Of Book/Manuscript	Name Of Publisher	Place	Name Of Author	Year Publishing	
1	Our Troubles in Poona and the Deccan	Arihant Publishers	None	Crawford, Arthur.	1897	
2	????????????????	????????????????	None	????,??,????.	1903	
3	????????????????	????????????????	None	????,??,????????.	1905	
4	Coleridges Literary Criticism	Humphrey Milford	London	Mackail, J.W.	1908	
5	Dickenss	Oxford University Press	London	Scott,Russell.	1912	
6	A History of Nineteenth Century Literature.(1780-1900)	Macmillan India Limeted	London	Saintsbury, George.	1918	
7	A Progressive Course of Precs Writing	Oxford University Press	London	Robinson,F.E.	1923	
8	Biographical Studies	Macmillan India Limeted	London	Morley, John	1923	
9	Burke	Macmillan India Limeted	London	Morley,John	1923	
10	Critical Miscellanies	Macmillan India Limeted	London	Morley, John	1923	
11	Diderot and the Encyclopaedists	Macmillan India Limeted	London	Morley, John	1923	
12	Diderot And The Encyclopedists VOL-2	Macmillan India Limeted	London	Morley, John	1923	
13	Oracles On Man And Government	Macmillan Publishers Ltd.	London	Morley,John	1923	
14	Politics And History	Macmillan Publishers Ltd.	London	Morley,John	1923	
15	Rousseau And His Era Vol. I	Macmillan India Limeted	London	Morley, John	1923	
16	Rousseau And His Era Vol. II	Macmillan India Limeted	Toronto	Morley, John	1923	
17	Voltaire	Macmillan India Limeted	London	Morley, John	1923	
18	Personal Idealism and Mysticism	Longmans Green and Co.	London	Inge, William Ralph	1924	
19	Outspoken Essays	Longmans Green and Co.	London	Inge,William Ralph.	1927	
20	Outspoken Essays	Longmans Green and Co.	London	Inge,William Ralph.	1927	
21	REPORTS ON MUNICIPAL TAXATION AND EXPENDITURE IN THE BOMBAY PRESIDENCY	PRINTED AT THE GOVERNMENT CENTRAL PRESS	Bombay	Government Central Press	1927	
22	Every Man Library	J. M. Dent & Sons Ltd.	New York	Rhys,Ernest.	1928	

23	The Essays of Francis Bacon	Longmans Green and Co.	London	Rhys, Ernest.	1928
24	The Short Stories of H.G. Wells	Longmans Green and Co.	London	Wells, H.G.	1928
25	Assessments and Anticipations	Cornell University Press	London	Inge, William Ralph	1929
26	Brownings men and women 1855	Oxford University Press	London	Hadow, G. E.	1929
27	Heroes and Hero-Worship	Collins publication	London	Carlyle, Thomas	1929
28	The Life and Death of Richard YEA-AND-NAY	Macmillan India Limited	London	Hewlett, Maurice.	1929
29	?????????	????????????????	Pune	???, ??????	1929
30	????????????????????	?.?.????????,????????	????????	????,?????????.?	1929
31	????????????????????	?.?.????????,????????	????????	????,?????????.?	1929
32	The age of Wordsworth	G. Bell and Sons Ltd	London	Herford, C. H.	1930
33	The Decline and Fall of the Roman Empire. Vol. I (A. D. 180-476)	Bantam Books	New York	Gibbon, Edward.	1931
34	The Decline and Fall of the Roman Empire. Vol. I (A. D. 476 180-1461)	Bantam Books	New York	Gibbon, Edward.	1931
35	????????????????????	????????????????	???	???, ??????	1931

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

**4.2.3 Does the institution have the following:**

- 1.e-journals**
- 2.e-ShodhSindhu**
- 3.Shodhganga Membership**
- 4.e-books**
- 5.Databases**



**A. Any 4 of the above**

**B. Any 3 of the above**

**C. Any 2 of the above**

**D. Any 1 of the above**

**Response:** B. Any 3 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

**Response:** 0.78

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.31	0.26	0.57	0.74	2

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

#### 4.2.5 Availability of remote access to e-resources of the library

**Response:** Yes

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 4.2.6 Percentage per day usage of library by teachers and students

**Response:** 10.02

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 102

File Description	Document
Any additional information	<a href="#">View Document</a>

### 4.3 IT Infrastructure

#### 4.3.1 Institution frequently updates its IT facilities including Wi-Fi

**Response:**

The college has formed ICT infrastructure committee for up gradation of IT facility and maintenance. The committee continuously monitors the requirements of different departments and classrooms regarding these ICT facilities. A separate technician has been also appointed to look after maintenance.

All the ICT facilities are updated from time to time as per the requirements. Internet Bandwidth is 20 Mbps available and each department is connected with it. The college has 45 computers having internet connections.

Sr.No	Description	Present status
1	Total No. of Computers with Internet facility	45
2	Total No. of Laptops	8
3	Total No. of Printers	9
4	Total No. of Scanners	3
5	Total No. of Scanners with Printer	3
6	Library Softwares	2
7	Office computers	9
8	Printers with Scanner (office)	2
9	Scanner (office)	1
10	Inverters	2
11	Total No. of LCD projectors	8
12	20 Mbps Broad Band Connection	1
13	Vigilance system : CCTV Cameras	8
14	Photo Copier	3
15	Digital Display Board/Television	1
16	Generators	2
17	AMC Services	3

<b>4.3.2 Student - Computer ratio</b>	
<b>Response:</b> 32.26	
<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>

<b>4.3.3 Available bandwidth of internet connection in the Institution (Lease line)</b>	
>=50 MBPS	
35-50 MBPS	
20-35 MBPS	
5-20 MBPS	
<b>Response:</b> 20-35 MBPS	
<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>

<b>4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)</b>	
<b>Response:</b> No	
<b>File Description</b>	<b>Document</b>
Facilities for e-content development such as Media Centre, Recording facility,LCS	<a href="#">View Document</a>

#### 4.4 Maintenance of Campus Infrastructure

<b>4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years</b>				
<b>Response:</b> 56.57				
4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)				
2017-18	2016-17	2015-16	2014-15	2013-14
6.04	10.98	10.98	9.80	8.47

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	<a href="#">View Document</a>
Audited statements of accounts.	<a href="#">View Document</a>

**4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.**

**Response:**

Our college tries to utilize maximum facilities available for physical, academic and support services. We do constant efforts for the smooth functioning of the services available in our college in the form of physical, academic and resources. Our college also takes care of repairing, replacement and up gradation of facilities and support services. Our administrative office is responsible for maintenance and care of physical facilities in consultation with the principal.

Purchase Committee which includes Principal and senior faculty members take review of facilities and services and also decides future requirements. In the meeting of purchase committee priorities are fixed and important decisions are referred to the College Development Committee (CDC). After receiving permission from IQAC and CDC committees, the purchases and maintenance expenses are utilized as per due procedure. The college has established UGC Planning Board to study the various policies of grants and accordingly proposals are sent to UGC. IQAC and CDC committees monitor the process of maintenance expenses and utilization of funds. The college made contracts for technical staff for the support of ICT facilities. The Annual Maintenance Contract is made by the college with relevant agencies.

The college has installed pure drinking water facility with cooler which is maintained by the support staff. An external electrician takes care of electric fittings and wiring periodically. The reports and reviews received from the Purchase Committee are considered during these meetings. The essential and absolute requirements of minor expenses of maintenance or replacements or construction are immediately sanctioned in the meeting. The requirement of large expenses is sent to our institution for approval and funding. Local Management Committee (LMC)/College Development Committee (CDC) monitor overall functioning of facilities and services.

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

**Response:** 31.53

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
209	370	285	309	420

#### File Description

#### Document

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

[View Document](#)

#### 5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

**Response:** 0

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

#### 5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

**A. 7 or more of the above**

**B. Any 6 of the above**

**C. Any 5 of the above**

**D. Any 4 of the above**

**Response:** B. Any 6 of the above

File Description	Document
Details of capability enhancement and development schemes	<a href="#">View Document</a>

**5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years**

**Response:** 11.56

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
133	163	154	49	75

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>

**5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years**

**Response:** 14.69

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
169	295	79	94	94

File Description	Document
Details of the students benefitted by VET	<a href="#">View Document</a>

**5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

**Response:** Yes

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

**5.2 Student Progression**

**5.2.1 Average percentage of placement of outgoing students during the last five years**

**Response:** 3.3

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
7	6	8	7	12

File Description	Document
Self attested list of students placed	<a href="#">View Document</a>
Details of student placement during the last five years	<a href="#">View Document</a>

**5.2.2 Percentage of student progression to higher education (previous graduating batch)**

**Response:** 4.88

5.2.2.1 Number of outgoing students progressing to higher education

Response: 12

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education	<a href="#">View Document</a>

**5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)**

**Response: 0**

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

**5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.**

**Response: 0**

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year-wise during the last five years



2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	<a href="#">View Document</a>

### 5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

#### Response:

The college had an active Student Council, as per the Maharashtra Universities Act 1994 and Maharashtra Public University Act 2016. There was no provision for student council in academic years 2015-16 and 2016-17 as the Maharashtra University Act was under process of preparation and all the bodies were suspended by the Maharashtra Government. The Students Council was formed in academic years 2013-14, 2014-15 and 2017-18. It consists of student representatives from each class having highest marks in previous year's examinations. There is a provision to nominate students representation from various departments such as NSS, Cultural activities and from girl students. Student council plays pivotal role in establishing and maintaining good rapport between the college administration and the student's community.

#### The composition of Students' Council" is as follows:

Principal	Chairman of the Student Council
A Senior Lecturer,	Member nominated by the Principal
NSS Programme Officer	Member
The Director of sports and physical education	Member
One Student from each class with academic merit at examination held in the preceding year and engaged in full-time study in the college, nominated by the Principal	Member
One student showing outstanding performance in each activity Sports, NSS and NCC	Member

Cultural Activities, nominated by the Principal Member

Two female students nominated by the Member

Principal (SC/ST/NT/DT NT/OBC)

Apart from Student Council, there is a provision for nomination of students in various committees and cells of the college viz. IQAC, CDC, NSS, Cultural Committee, Sports, Library Committee, etc. Students' views opinions and suggestions are taken into account while planning and execution of all activities of these committees. Because of the students' active participation and their useful suggestions, the college has marked remarkable achievements.

Student Council proved to be an effective platform for the students to put their demands and requirements, inconveniences and necessities related to all aspects of the institution. It also helped the college to understand the demands and necessities of students and try out the amicable solutions. At least two meetings of student council were organized in every year. Issues like extending library working hours, providing more facilities of drinking water, sports, organization of annual functions, starting of a self-funded competitive examination guidance center, Celebration of certain days, felicitation of students for different achievements, organization of Annual Prize Distribution Function and such other issues were discussed in these meetings. The college administration also acts upon in solving the problems and issues raised by Students' Council. It helps to maintain a good and healthy atmosphere on campus.

Students' representation and participation in academic committees like literary associations have enhanced their skills like introducing guests, anchoring, participating in debates, organizing functions, etc. Because of this Student representatives play important role in organization of cultural activities, wall papers, sport events, Seminars, Conferences, workshops etc.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

**Response:** 4.2

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	5	4	4	4

File Description	Document
Report of the event	<a href="#">View Document</a>
Number of sports and cultural activities / competitions organised per year	<a href="#">View Document</a>

## 5.4 Alumni Engagement

### 5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

#### Response:

#### CONTRIBUTION OF ALUMNI ASSOCIATION:-

The Alumni Association of Arts and Commerce College, Satara has been registered under Society Registration Act 1860. Since then, the association has been active in bringing together the large number of alumnus. Many of our Alumni have acquired prestigious positions in administrative, social, political, economic, judicial, industry and almost all sectors. The alumni association works at two levels. First, there is a registered body of alumni association, with office bearers and members. It works separately under the auspices of college. The college had invited many alumni placed on prestigious positions and working in different fields to guide and motivate the present students. The alumni also offered financial and non-financial assistance such as Water Cooler and books are donated by alumni to library for the event *Dayanachi Shidori*. The alumni association has also planned of collecting funds for the college. The college has also organized alumni meets consistently on large scale during the last five years namely Farmers Meet which proved beneficial to the farmers from local vicinity as well as the parents of college students who are farmers. In this particular meet the innovations in organic farming were informed by the experts in the field of agriculture. Felicitation of meritorious alumni as a part of motivation to the existing students was also organized. Successful alumnus in civil services and corporate sector are regularly invited for the guidance to the present students regarding soft skills, personality development and process of appearing for competitive examination.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 5.4.2 Alumni contribution during the last five years(INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

**Response:** 1 Lakh - 3 Lakhs

File Description	Document
Alumni association audited statements	<a href="#">View Document</a>

#### 5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

**Response:** 11

##### 5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	2	3	2

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

**Response:**

The institute is progressing through proper working strategies. The vision of the institute is to inculcate the values of active citizenship among the students as the members of a learned society. Mission of the institute is 'Value and Quality Education for Advancement of Masses'. The governance of the institute is reflecting the effective leadership by promoting among the students social and value oriented citizenship. The mission itself indicates that institute takes care of mass education. The admission is given to the students on first come first serve basis. The average students also depict their best performance and progress in our institute. The proper representation for students is given in the college governance. The gender equality is also maintained by giving representation to the girl students and female faculty members in various bodies and committees in the college. The teaching staff and nonteaching staff is also given proper place in various decision making policies.

#### 6.1.2 The institution practices decentralization and participative management

**Response:**

The college has decentralization and participative management working strategies. The CDC and Management Council has given rights to various committees to work according to their action plans. Academic Committee and IQAC are two monitoring committees for all the activities.

**Title of The Activity-**

**SAMAJIK KRUTADNYATA PURSKAR CEREMONY**

**(AWARD FOR SOCIAL CONTRIBUTION)**

**Objective-**

1. To recognize and reward the dignitaries who have contributed significantly in the field of Social upliftment.
2. To inspire the students of College for doing noble activities for the society.

**Description-**

Satara Maratha Vidya Prasarak Samaj Sanstha was established by the inspiration of legendary king Rajarshee Chhatrapati Shahu Maharaj in the year 1907. It has been creating constructive people who are contributing in welfare of the society. By painstaking endeavours Hon. Rudrajiraje Mahadik , the Dynast of Tarale and Rao Bahaddur Sambhajirao More-Duduskar founded this Sanstha. After observing the efforts

of this Sanstha for the upliftment of down trodden masses Hon. Sayajirao Gaikwad, the king of Baroda and Hon. Malojirao Naik Nimbalkar helped for the future growth of the Sanstha. In the initial stage the Sanstha inspired and helped the needy and poor students from remote and hilly areas of Satara district. Satara Maratha Vidyaprasarak Samaj produced renowned personalities for the up liftment of the society. Chief minister, Vice Chancellor, Renowned authors and Artists, Sportsmen, are the past students of this Sanstha. Now also in the form of Arts and Commerce College, Sanstha is well known for its devoted endeavour in educational and socio-cultural aspects.

For the special recognition and honouring to the persons who have contributed significantly for the betterment of the society, Arts and Commerce College and Satara Maratha Vidya Prasarak Samaj jointly give an Award- "Samajik Krutadnyata Purskar (Award for Social Contribution)" in the name of Rao Bahaddur Sambhajirao More-Duduskar to the various persons in the fields of Social, Cultural, Political, Educational, Agricultural, etc. Until now this "Samajik Krutadnyata Purskar" (Award for Social Contribution)" has been conferred to Hon. B. D. Bhilare, Freedom Fighter, Hon. Shivajirao Kadam, Vice-Chancellor of Bharati Vidhyapeeth, Hon. D.T. Bhosale, well-known Marathi Author, Vinayakrao Kale, Industrialist, Hon. Vedantkaraje Bhosale, President of Kartawya Social Group and so on.

### **Procedure and Deployment -**

- Meeting of the Members of Management Council along with the Principal and Senior Faculty Members is held to discuss the selection of Person to whom *Samajik Krutadnyata Purskar* (Award for Social Contribution)" is to be given.
- Various Committees namely Welcome Committee, Stage and Decoration Committee, Sitting Arrangement Committee, Ajinkya Wall Paper Preparation Committee, Publicity Committee etc are formed.
- Table Programme is Prepared in consultation with the Members of Management Council along with the Principal.
- Division of work is done to execute the function.
- The members of College Students' Council are included in the planning and implementation of the various tasks to be accomplished for the smooth functioning of the Committees formed for the Ceremony.

### **Outcome-**

- The students of the College are motivated for doing noble activities for the society.
- Participative and de-centralized process of academic management is accelerated.

## **6.2 Strategy Development and Deployment**

### **6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution**

#### **Response:**

Our college has started the campus placement programme by Infosys from the academic year 2011-12 due to proper response from the students. The Department of Commerce decided to continue this activity, in every academic year. The prospective plan in the form of action plans have been submitted to IQAC .The

description of the activity is as follows.

Name of the activity:- Campus Interview by Infosys PVT. LTD.

The Department of Commerce is consistently organizing campus interviews by Infosys ltd. From the last seven years Students of last year B.A., B.com., B.Sc., B.B.A., B.C.A. were eligible for the campus interviews. This campus interviews have been organized not only for students of our college but also for the students of other colleges in Satara district. 137 students have been placed in last 5 years through this campus activity and made their career successful with Infosys.

Activity:- Campus Interview

Objective:- To place students in corporate sector

Eligibility:- Final year degree students of B.A.,B.COM.,B.Sc.,B.B.A.,B.C.A.

Requirement:- Good Communication Skills and Numerical Abilities.

**Selection Procedure:-**

Round I-Essay Writing

Round II- Written

Round III-Interview (Telephonic)

All the relevant documents have been properly preserved in the Department of Commerce

Our college publishes the news regarding these campus interviews for the information to the aspiring candidates. List of Registration of the candidates, list of selected candidates, feedback of participants, related photographs, letters to the colleges regarding campus interview , Hardcopies of Emails received from the Infosys company and replies send are documented properly.

**6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism**

**Response:**

The institution has properly constituted different governing bodies, cells and committees for the smooth functioning of academic, administrative and financial set up of the college. Our college follows rules and regulations in constituting the various committees.

The institution has proper organizational structure. The management council is at the apex of organizational structure. College Development Committee works under it. IQAC monitors overall quality culture of the institution. Principal is head of statutory committees. Various curricular, co-curricular

committees work under the guidance of principal and IQAC. Statutory, Non-Statutory and Academic committees work for maintaining excellence in the institution.

The Management Council monitors all the activities of various committees. The reports of AQAR have been discussed and approved the CDC and Management Council. The functions of various bodies, service rules, procedure ,recruitment ,promotion policies as well as various grievances redressal etc. have been done as per the University Acts, Statutes and Ordinances made under it, UGC Regulations, Guidelines of Government Of Maharashtra through its various Government Resolutions (G.R.) and of Shivaji University Kolhapur .

### 6.2.3 Implementation of e-governance in areas of operation

- 1.Planning and Development
- 2.Administration
- 3.Finance and Accounts
- 4.Student Admission and Support
- 5.Examination

- A. All 5 of the above
- B. Any 4 of the above
- C. Any 3 of the above
- D. Any 2 of the above

**Response:** A. All 5 of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	<a href="#">View Document</a>

### 6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

**Response:**

All bodies, cells and committees of our college prepare action plans at the beginning of the academic year. Action plans of academic committees are submitted to IQAC and approved. Regular meetings of various committees are conducted with notice and proper agenda. The minutes of the meetings and action taken reports are maintained.



IQAC is effective in planning, maintaining and implementing its various academic and administrative work. IQAC insures timely efficient and progressive performance of the academic and administrative planning. IQAC does its work to monitor the financial task to some extent. IQAC makes the Academic Calendar and prepares its action plan for the various departments and organize periodic meetings with faculty, non-teaching staff, Alumni Association etc.

### **Case Study of Internal Examination Committee**

The institution has a well-planned policy for conduct of Internal Evaluation/Examination. Internal Examination Committee organizes periodic meetings, prepares action plans and take review of its working and actual implementation of the things decided in the Meetings. A time table for continuous internal examinations is prepared by the examination committee in the meeting held in each semester. Minutes of the Meetings and Action Taken Report are prepared duly.

The process of internal examination is communicated to the students well in advance and the students are made aware of the evaluation system to ensure strictness and transparency in the internal examination. The Internal Evaluation/Examination are conducted class-wise by the concerned teachers. As suggested by IQAC the internal examination includes seminars, group discussions, poster presentation, assignments, test projects, etc. These examinations are conducted by every department as per the convenience in the frame work provided by the examination committee. The results of internal examinations are discussed in the class rooms. Necessary feedback is communicated to the students. The overall, performance of every department is discussed in the departmental meetings. Students academic performance is underlined through the results declared by the University at every examination. The results are discussed, analysed in the department meetings as well as in a common meeting organised by the examination committee.

The college prepares and publishes 'Academic Calendar' containing the relevant information regarding the teaching-learning schedule (working days), various events to be organised, holidays, dates of internal examinations, etc. After midterm examination and departmental formative tests, the teachers who assess the test and examination answer books, call the students on a scheduled day to hand over the copies of answer books. The students come to know their performance, and the way papers are assessed and marks are given in the evaluation system. Students get their doubts clarified on the very day. Besides, the idea of how to write ideal answers is made clear to the students by the concerned teachers.

The college administration gives freedom to the departments to choose the method of formative evaluation to bring variety in the methods of internal examinations and evaluation which includes: Multiple choice question tests, Unit tests, Home Assignments, Seminars, Project reports, Oral tests etc.

## **6.3 Faculty Empowerment Strategies**

### **6.3.1 The institution has effective welfare measures for teaching and non-teaching staff**

#### **Response:**

For the publication of research books institution supports the faculty members with the financial aids. For participation in the state, national and university level conferences and seminars and also to publish research papers, the institution provides financial assistance. For the health welfare of the faculty members

and non teaching staff gymnasium of college is available free of cost. Staff academy and IQAC conduct various guest lectures and workshops for the benefit of teaching and non-teaching staff. Some of the welfare measures for teaching and non-teaching staff are as follows:

- Medical health check up
- Yoga Training
- Gymnasium facility
- Faculty Improvement Programmes

**6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years**

**Response:** 53.5

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
7	12	4	13	11

**File Description**

**Document**

Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years

[View Document](#)

**6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years**

**Response:** 2

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	2	1	2	2

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	<a href="#">View Document</a>

#### 6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

**Response:** 30.65

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
8	6	6	3	4

File Description	Document
IQAC report summary	<a href="#">View Document</a>
Details of teachers attending professional development programs during the last five years	<a href="#">View Document</a>

#### 6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

**Response:**

The institution adheres to the “Performance Based Assessment System” of UGC as directed in its regulations. The University has developed an “Academic Performance Indicator” (API) system which is based on PBAS system developed by the UGC. The college API Committee under the purview of IQAC takes all issues seriously pertaining to appraisal system of the staff and regularly evaluates it and forwards it to the University authorities for final assessment of API score. The teacher’s daily diary designed by university states clear information of all academic, co-curricular and extra-curricular contribution of a teacher. The daily diaries are checked and signed by the principal at the end of every month. The IQAC of the college has prepared well defined mechanism for collection of information, scrutinizing it and keeping it for future reference.

As per the direction of IQAC, all the feedbacks have been collected from all the stakeholders. These feedbacks related to teaching, non-teaching and administration work have been analyzed and appropriate actions are taken.

**Outcome of PBAS:** The PBAS proves very effective for developing ‘quality culture’. It helps the teaching and non-teaching staff to judge their own performance. The confidential reports of non teaching

staff are prepared, analyzed and communicated to the principal. The necessary follow up to improve the overall activities is taken from time to time.

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

**Response:**

The college has internal and external audit mechanism. The internal audit is carried out by the auditor of the Management Council at the end of every financial year. The external audit is carried by the authorized Chartered Accountant appointed by the parent institute at the end of the financial year. The government assessment is carried out by the Regional Joint Director of Higher Education, the Senior Auditor and audited by the Auditor General of the State periodically. Internal Quality Assurance Cell and the College Development Committee take care for proper financial transactions and utilizations. Also both these cells supervises the audited accout statements of the college.

### 6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

**Response:** 1.21

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0.90	0.21	0.10	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	<a href="#">View Document</a>
Annual statements of accounts	<a href="#">View Document</a>

### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

**Response:**

Satara Maratha Vidya Prasarak Samaj's, Arts and Commerce College Satara has a well defined and planned policy and mechanism for monitoring effectively and efficiently the available financial resources. Annual budget of the college is duly prepared taking into consideration the needs and

requirements of the college. The principal along with the members of planning board prepares a budget taking into account the necessities and requirements of all the departments and support services. This budget is presented in the meeting of Local Management Committee that is College Development Committee for its approval. After seeking the said approval comparative chart of quotations is prepared and kept for discussion in the meeting of the purchase committee. Purchase Committee consists of the principal, heads of the department and head of accounts section. The purchase committee looks after the purchase of essential items and accounts are settled within stipulated time. The management makes a special budgetary provision for maintaining and enhancing the existing infrastructure as well as for providing required infrastructure to the departments and other support services of the college as and when required.

## 6.5 Internal Quality Assurance System

### 6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

#### Response:

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. IQAC plays a very important role in planning, implementing and reviewing the policies and strategies of the institution. IQAC collects the action plans of various committees i.e. academic and administrative committees every year at the beginning of the academic year. Some innovative ideas are also discussed in IQAC meeting.

IQAC organises various lectures series, seminars, conferences, and approves examination schedule of internal examinations. For conducting internal examination IQAC has developed Internal Evaluation Management System (IEMS).

Teachers use power point presentations (PPT) to some extent. IQAC with the help of various committees monitors the academic and administrative work. IQAC has also conducted Academic and Administrative Audit (AAA) and discusses on PTR. The meetings have been conducted with the members of NAAC steering committee to discuss the various compliances and review of the work done.

To inculcate the research atmosphere in the institute IQAC formed Research Committee through which various research activities related to teaching staff and students are conducted. IQAC organizes various lectures of experts which help for institutionalising the quality assurance strategies and processes.

Our Institution has two best practices implemented through IQAC.

#### Best Practice I- Internal Evaluation Management System (IEMS)

- Conducting meetings and planning for the internal examinations.
- Informing its activities through college prospectus and Academic Calendar.
- Issuance of notices to the students in detail, explaining the examination strategies.
- Setting of question papers as per the instructions issued from the examination committee.
- MCQs, oral examinations, surprise tests, unit tests, home assignments etc. were conducted.

- Seating arrangements were done as per the university rules.
- Internal Examination Management System (IEMS) has its own guidelines.
- Software module is available for preparing the results.
- Assessment of answer books is done, queries raised are solved.
- Time table of remedial coaching is prepared.

**Best Practice II** of the IQAC is Modi Script Certificate Course ([www.accollegesatara.in](http://www.accollegesatara.in))

The course is run by 'Department of History'. Students, teachers, administrators, philosophers writers, lawyers, politicians etc are benefited through the Modi Script Certificate Course.

### 6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

**Response:**

Under the guidance of Principal, the institution reviews the teaching, learning and evaluation process from time to time. This process is also assisted by HODs of the various departments. Meetings of various departments are conducted with the Principal at the beginning of every year and action plans for various activities like teaching, learning evaluation, extension activities, research, co-curricular activities etc. are prepared. Every month principal of the college signs the academic diaries of teachers. Study tours, industrial visits and field surveys have been conducted by the college. Research lecture series have been organized by the Research Committee for the students. It helps the students to prepare their project reports. The institution has provided LCD projectors for using ICT tools in teaching learning process. The students are oriented in classroom about syllabus and evaluation process.

### 6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

**Response:** 1.4

#### 6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	1	2	1

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	<a href="#">View Document</a>

### 6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

**Response:** B. Any 3 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	<a href="#">View Document</a>

#### 6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

**Response:**

After the reaccreditation, first initiative taken by the institution was restructuring the IQAC as per the revised guidelines of NAAC. The IQAC was formulated in February, 2014.

**Post accreditation quality initiatives are as follows:**

1. Increase in the number of teachers with Ph.D.
2. College has been shifted to new campus at the centre of city with necessary amenities.
3. Faculty members have been encouraged to publish their research papers in UGC approved research journals.
4. Classrooms are upgraded with ICT facilities
5. Office automation
6. Library automation.
7. Timely utilization of various funds received
8. Timely submission of AQARs of IQAC.
9. Organization of state and national level seminars.
10. Effective Internal Evaluation System through its (IEMS) strategies.
11. Major extension activities through NSS and other departments.
12. Organization of various programmes, activities for women empowerment and gender equality etc.
13. Installation of CCTV cameras for campus surveillance.

14. Indoor Sport facilities and training center with Gym, Badminton and other indoor games facilities.

In this way college has sincerely tried to comply the PTR.

NAAC



## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

**7.1.1 Number of gender equity promotion programs organized by the institution during the last five years**

**Response:** 11

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
02	03	02	02	02

**File Description**

**Document**

Report of the event

[View Document](#)

List of gender equity promotion programs organized by the institution

[View Document](#)

#### 7.1.2

**1. Institution shows gender sensitivity in providing facilities such as:**

- 1. Safety and Security**
- 2. Counselling**
- 3. Common Room**

**Response:**

#### **1. Safety and Security**

For the safety and security of students various measures have been taken by the institution.

1. The surveillance system with a set of 8 CCTV cameras are installed at appropriate locations. The footage of the recordings is checked and appropriate actions are taken.
2. The security guards are appointed and deployed at the entrance and in premises of the college.
3. Patrolling Van of the local police station called “*Nirbhaya Pathak*” visits the campus every day during college hours for the prevention of offensive activities.
4. Prevention of Sexual Harassment Cell, Internal Complaint Committee, Discipline Committee, look after the grievances of girl students.
5. A certificate course in “*Marshal Arts for Self Defense*” was conducted in the institution.

#### **b) Counselling**

1. Various lectures of eminent lawyers, workshops, street plays are arranged to make girl students aware of various problems and how to deal with them.
2. Girl Student Welfare Committee does the counselling regarding cleanliness, health issues, use of washrooms, sanitation, safety measures etc.
3. A lecture on Social Media and Cyber Crime by Mr. Gajanan Kadam, PSI was organized.
4. Hemoglobin checking of girl students has been done with the help of Civil Hospital, Satara.
5. The lectures for female students about their health, hygiene and legal rights were organized frequently in the institution.
6. A lecture of Mr. Naidu on Disaster Management especially on Kitchen Safety and Security Measures was organized.
7. A workshop on Prevention of Sexual Harassment of Women at Work Places was conducted. Adv. Mrs. Shailaja Jadhav and Adv. Sambhajirao Nalwade guided the girl students.
8. A street play on Awareness Amongst Women was organized.
9. A symposium on 'Women Empowerment-A New Direction' was conducted in the institution. The Girl Students actively participated in the programme.
10. An innovative programme 'Sakhi Bandhan' is organized by 'Girl Students Welfare Committee.'

Besides these programmes, the students are oriented on International Women's Day, World Population Day, Savitribai Phule Birth Anniversary every year regarding divers sex-ratio, women education and empowerment and other gender related issues.

#### c) Common Room

The college has provided a separate common room for rest and recreation for the girl students. The room is attached to the washroom and other essential amenities.

#### 7.1.3 Alternate Energy initiatives such as:

##### 1. Percentage of annual power requirement of the Institution met by the renewable energy sources

**Response:** 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	<a href="#">View Document</a>

#### 7.1.4 Percentage of annual lighting power requirements met through LED bulbs

**Response:** 0

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

7.1.4.2 Annual lighting power requirement (in KWH)	
<b>File Description</b>	<b>Document</b>
Details of lighting power requirements met through LED bulbs	<a href="#">View Document</a>

<p><b>7.1.5 Waste Management steps including:</b></p> <ul style="list-style-type: none"> <li>• <b>Solid waste management</b></li> <li>• <b>Liquid waste management</b></li> <li>• <b>E-waste management</b></li> </ul> <p><b>Response:</b></p> <ul style="list-style-type: none"> <li>• <b>Solid waste management</b></li> </ul> <p>In the institute there is provision of the dustbins for collecting solid waste at all departments, Gymkhana, Administrative Office and College Canteen. The waste is collected in a big basket and it is carried by the Municipality Vehicles for garbage to the dumping station outside the city every day. The waste generated through newspapers and other stationary material is being sold to scrap vendors for recycling and manufacturing process. It is processed through quotations. Every month, the NSS volunteers arrange the campaign of campus cleanliness.</p> <ul style="list-style-type: none"> <li>• <b>Liquid waste management</b></li> </ul> <p>The waste water of the canteen and college building is properly drained and it is connected to municipality sanitation system.</p> <ul style="list-style-type: none"> <li>• <b>E-waste management</b></li> </ul> <p>The damaged and out dated computers, toners, electronic equipments, CDs, pen drives and other e-material items are sold from time to time as a scrap material to ensure their safe recycling.</p>	
<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>

<p><b>7.1.6 Rain water harvesting structures and utilization in the campus</b></p> <p><b>Response:</b></p> <p>Response</p> <p>Arts and Commerce College, Satara is situated at the foot of Ajinkyatara Fort and Sahyadri</p>	
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Mountain Ranges. It receives high rain fall approximately 2,500 to 6,000 m.m. every year during rainy season. The rain water naturally flows towards the river Krishna. The college has its own bore well and water connection by municipality. The college never comes across scarcity of water during any season of the year. Rain water is percolated in the open space of the college. It results into raising the underground water level So that the bore well yields sufficient water throughout the year. Though there are no structures built for rain water harvesting in the college premises, a rain water harvesting system will be installed in near future.

### **7.1.7 Green Practices**

- **Students, staff using**
  - a) **Bicycles**
  - b) **Public Transport**
  - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

#### **Response:**

#### **Green Practices**

- Some students use bicycles.
- Students coming from rural areas make use of MSRTC buses. The concession passes are provided to the students.
- Local area students make use of city buses. The concession facility is made available.
- The first Wednesday in every month is observed as 'No Vehicle Day' on the premises.

#### **Plastic free campus initiative**

- Boards are displayed with the messages of prevention of use of plastic on the college premises. Our college has participated in the "Clean City – Beautiful City" campaign started by Kartavya Social Group- an NGO in Satara City.
- The plastic papers, wrappers, water bottles and plastic material on the premises of college is collected by NSS volunteers and properly disposed off.

#### **Paperless Office**

The college is moving towards paperless slowly by making use of electronic media. Maximum work such as notices, forms and messages to students, faculty and other office work is done through e-communication devices.

#### **Green landscaping with trees and plants**

In order to preserve the natural environment of the campus, the college has planted number of trees on the college premises. The college staff and NSS volunteers plant trees, water them and provide fertilizers to them.

**7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years**

**Response:** 0

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	<a href="#">View Document</a>

**7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:**

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

**A. 7 and more of the above**

**B. At least 6 of the above**

**C. At least 4 of the above**

**D. At least 2 of the above**

**Response:** C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	<a href="#">View Document</a>
link to photos and videos of facilities for Divyangjan	<a href="#">View Document</a>

### 7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

**Response:** 19

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
04	04	03	04	04

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

**Response:** 19

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	3	3	3	4

File Description	Document
Report of the event	<a href="#">View Document</a>

### 7.1.12

**Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff**

**Response:** Yes

File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	<a href="#">View Document</a>

**7.1.13 Display of core values in the institution and on its website**

**Response:** Yes

File Description	Document
Provide URL of website that displays core values	<a href="#">View Document</a>

**7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations**

**Response:** Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	<a href="#">View Document</a>

**7.1.15 The institution offers a course on Human Values and professional ethics**

**Response:** Yes

File Description	Document
Provide link to Courses on Human Values and professional ethics on Institutional website	<a href="#">View Document</a>

**7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions**

**Response:** Yes

File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	<a href="#">View Document</a>

**7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years**

**Response:** 30

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
05	06	06	07	06

File Description	Document
List of activities conducted for promotion of universal values	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities**

**Response:**

**Response-Yes**

Sr. No.	Date	Great personality	Event
1	26 June	Rajashri Chhatrapati Shahu Maharaj	Birth Anniversary
2	15 Aug.	Independence Day	National Festival
3	5 Sept.	Teachers Day / Birth Anniversary of Dr. Radhakrishnan	Birth Anniversary
4	2 Oct.	Mahatma Gandhi Jayanti	Birth Anniversary
5	3 Jan.	Savitribai Phule Jayanti	Birth Anniversary
6	12 Jan.	Swami Vivekanand Jayanti	Birth Anniversary
7	26 Jan.	Republic Day	National Festival
8	19 Feb.	Chh. Shivaji Maharaj Jayanti	Birth Anniversary
9	14 April	Dr. Babasaheb Ambedkar Jayanti	Birth Anniversary
10	12 March	Hon. Yashwantrao Chavan Jayanti	Birth Anniversary



11	11 April	Mahatma Jyotiba Phule Jayanti	Birth Anniversary
12	14 Sept.	Hindi Day	National Hindi Day
13	27 Sept.	Shahid Bhagat Singh Jayanti	Birth Anniversary
14	15 Oct.	Dr.A.P.J. Abdul Kalam Jayanti	Birth Anniversary
15	12 Aug	Dr. S.R. Ranganathan Jayanti	Birth Anniversary
16	1 May	Maharashtra State Foundation Day	State Festival

Through these celebrations of National festivals, Birth and Death anniversaries of great Indian personalities, students are made aware of the work done by these personalities and the feeling of National Integration is kindled among the students.

### 7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

**Response:**

*Response-Yes*

#### 1. Financial function Transparency

Every year the college prepares 'annual budget' and it is approved by the CDC and Governing Council. Both internal and external audit is conducted every year. Most of payments are made through cheques. The cash book of everyday transactions is maintained which exhibits complete transparency.

#### 2. Academic Function Transparency

Academic Calendar is prepared before the beginning of academic year. The teaching plans, time table of departments, division of work is done at the beginning. Academic and Administrative Audit is done at the end of the year. The complete transparency in internal and university examinations is properly maintained.

#### 3. Administrative function Transparency

There are statutory administrative committees such as Management Council, College Development Committee which actively function in executing every activity in the college, that results in bringing administrative transparency

#### 4 Auxiliary functions:

Committees like NSS, Gymkhana, Library, Grievance Redressal Cell, Anti Ragging Cell, Prevention of Sexual Harassment Cell, Girl Students Welfare Committee, College Magazine Committee, Staff Academy, Discipline Committee, Cultural Programme Committee, Language and Literary Associations carry the auxiliary function very systematically.

## 7.2 Best Practices

### 7.2.1 Describe at least two institutional best practices (as per NAAC Format)

**Response:**

**Best Practice –I**

**Title of the Practice**

**Modi Script Training Programme**

**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

**The Context**

Satara was the Capital of Maratha Empire right from the rule of the great king Chh. Shivaji Maharaj, The official script at his regime was Modi. Modi was used as an official script during the Medieval Period and during the British rule and even after independence upto 1960. So all sorts of documents including birth and death certificates, land & revenue records, 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, engineers, 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 has designed the course, its syllabus and got approved by Shivaji University, Kolhapur and started Modi Script Training Programme in 2011 and it is conducted every year.

**Practice**

- 1.The 'Certificate Course in Modi Script' is designed by the faculty of Department of History of our college under the guidance of Pune Archives.
2. The faculty of the Department of History of our college undergone the training organized by Pune Archives
- 3.The syllabus and the course programme is approved by the Department of Adult and Continuing Education of Shivaji University Kolhapur.
- 4.The Training programme is of one month duration and it is conducted at the end of the academic year, in the month of April/May every year
5. The proper publicity of the course is done through prospectus of the institute, college magazine 'Vidyamrut', news papers, by notice to the students and through contacts.
6. The admission is open to students, teachers, doctors, lawyers, officers, housewives and other interested persons.
- 7.The fee is charged for coaching, study material, examination, and certificate. The fee is charged as per rules and the guidelines of Shivaji University and the institute
8. 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
- 9.The proper practice in reading, writing etc. is given during the course and the examination is conducted at end of the programme

10. The Certificate of completion of the course is issued by Shivaji University, Kolhapur

### **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 studies and research. Many lawyers, researchers, scriptwriters of TV serials and other persons who have completed this course are using their knowledge of Modi Script in their respective professions. Some of the aspiring students who have completed this course have started this type of activity on their own.

### **Problems Encountered and Recourses Required**

There have been some minor problems in running this course

1. Some of the documents in Modi Script 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 and are difficult to read.
3. The Modi Documents are rare and valuable, therefore they are not easily available.

### **Notes**

The feedback of the trainee has provided us with the need of the course. This course has proved very innovative and valuable. It has also generated income for the institution.

### **Best Practice -II**

**Title of the Practice :-** *Dnyanachi Shidori Pohachava Gharoghari* (Motivation for Acquiring Knowledge Through Reading)

### **Goals**

- To inculcate the reading habit among the students by providing the books in free of cost.
- To let the students select the books of their own interest for reading.
- To make use of books lying idle with the stakeholders.

### **The Context**

In the era of advanced social and mass media, the students are going away from reading books. They indulge themselves in electronic media.. In order to create the interest of reading among the students and develop their reading appetite, the institution started an innovative practice entitled as '???????? ???? ???? ????' (Motivation for Acquiring Knowledge Through Reading). Let the students' read the books as per their own interest and at their leisure. Let them handle and use the books in free of cost.

### **Practice**

- An appeal is made through local daily news papers to all stakeholders to donate the books, magazines, periodicals etc. to this scheme. These books are collected in the college library throughout the year. They are listed in the register.
- The exhibition of these books is made open for the students and other stakeholders in the month of February / March. Students are informed to visit this exhibition and allowed to read the books and they have been given a book in free of cost to take with them to their homes. They are requested to exchange the books with friends, relatives classmates etc.

### **Evidence of Success**

During the academic year 2016-17 our institution collected 345 books from the stakeholders. Dr. Girish Pendharkar has donated cash of Rs. 10,000/- for this event. Ajab Publications, Kolhapur has donated 300 books for this purpose. The book exhibition was held on 20 March, 2017 on the premises of the college by the library. The exhibition was made open for all the stakeholders. A large number of readers have visited the exhibition and hundreds of books were issued to the stakeholders in free of cost.

### **Problems Encountered and Recourses Required**

The practice has proved very useful to all the stakeholders. Some of the problems faced are:

1. Some of the books were out of interest of the students
2. Some books donated by the publishers were torn.
3. Large number of books donated by the stakeholders were only of amusement nature

### **Notes**

The practice has proved useful in inculcating reading habits of the students.

## **7.3 Institutional Distinctiveness**

### **7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust**

#### **Response:**

#### **Library as a Resource Centre**

Library is the soul of any educational institution. It plays a vital role in the overall development of the students, teachers, researchers, social activists, journalists, historians and scholars. It helps to build cultured and learned citizens.

The library of our college has been performing a very important role in upbringing all the stakeholders as it has proved a very useful resource centre for the last 40 years since its establishment.

It has created its own unique and distinctive identity in the fields of literature, culture, history and politics, research and so on.

### Distinctiveness of Our College Library

1. The library consists of more than 41,500 books including text books, reference books on various subjects. It has a good collection of CDs and VCDs as well as e-resources. There are near about 50 periodical subscriptions which help the scholars and researchers to undertake and pursue study and research. It has nearly 1600 Bound Volumes of Periodicals which are useful to researchers.
2. The library received 1355 books from the Siddhivinayak Charitable Trust, Mumbai which have been distributed in free of cost to the poor, clever and needy students.
3. Dr. Babasaheb Ambedkar Research and Training Institute, Pune donated 11,900 books of RS.28,50,000/- in the year 2014-15. These books have been distributed free of cost to students, teachers, schools and colleges, senior citizens, social activists, public libraries etc. to inculcate human values and build national integration.
4. The library has presented and made a good collection of very Rare Books, approximately 70 in number which were published 100 years ago.
5. The library motivates the students to read and use more and more books by way of honoring them with 'The Best Student Reader Award' every year at the time of Annual Prize Distribution Function.
6. The library has open access to all the stakeholders including Senior Citizens, Government Officials, Industrialists, Script Writers of T.V. serials and films, students preparing for competitive examinations, paper setters at University and Competitive Examinations, Authors, Social reformers, researchers and so on. Many of them have been benefited and they have appreciated the Institutional Social Responsibility of the library.
7. Special Book Exhibitions have been organized in the college on various occasions viz. the birth anniversaries of Chh. Rajarshi Shahu Maharaj, Mahatma Gandhi, Dr. B.R. Ambedkar, Dr. A.P.J. Abdul Kalam, Swami Vivekanand, Mahatma Jyotiba Phule and Institution Foundation Day, Prize Distribution Function, World Book Day etc.
8. The library has received nearly 1100 very valuable books from the donors.
9. The college library has started an innovative practice *Dnyanachi Shidori Pohachava Gharoghari* (Motivation for Acquiring Knowledge Through Reading).

The library has initiated an innovative Best Practice to inculcate the reading habit of students by providing the books of their interest in free of cost. The books from the donors are accepted throughout the year and exhibition of these books is organized wherein the students of college, alumni and other stakeholders visit the exhibitions, read the books and select one book as per his/her choice and keep it with him/her permanently.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

## 5. CONCLUSION

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### Additional Information :

Immediately after the visit of the Peer Team of NAAC in October, 2012 and after getting Re-accreditation status in January 2013, The IQAC was formed as per the revised guidelines of NAAC in February, 2013 which submitted the AQARs regularly in next four years to NAAC. A number of committees have been formed for the smooth functioning of the college. The college has started need based and job oriented course to enable the students to earn their living, well-known and leading educationists have been invited to guide the students and to share their knowledge, experience and vision with our students and faculty. Facilities of all kinds are offered to the deprived and differently able students. Attention has been paid to the overall progress of the students especially those from hilly area. Extension activities useful for the Society are organized frequently, as a result, there is a good, healthy and conducive academic relationship between the college and the neighborhood public and people at large.

### Concluding Remarks :

Conclusion:-

curricular aspects, cultural activities, and active participation of social services. College library is a store house of knowledge for all the stakeholders. Indoor Sports Facility Centre and Training is a well-equipped with all modern gymnasium tools. Faculty is research oriented and student centric methodology of teaching learning has been adopted by it.

College and Management Council both strive for excellence by providing adequate learning facilities in curricular aspects, cultural activities, and active participation of social services. College library is a store house of knowledge for all the stakeholders. Indoor Sports Facility Centre and Training is a well-equipped with all modern gymnasium tools. Faculty is research oriented and student centric methodology of teaching learning has been adopted by it. Arts and Commerce college which is located at the central area of the city is a learning centre for students belonging to rural vicinity.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																														
1.1.2	<p>Number of certificate/diploma program introduced during the last five years</p> <p><b>1.1.2.1. Number of certificate/diploma programs introduced year-wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>7</td> <td>4</td> <td>2</td> <td>10</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>7</td> <td>2</td> <td>4</td> <td>10</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	0	7	4	2	10	2017-18	2016-17	2015-16	2014-15	2013-14	0	7	2	4	10										
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2.1.2	<p>Average Enrollment percentage</p> <p>(Average of last five years)</p> <p><b>2.1.2.1. Number of students admitted year-wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>1000</td> <td>994</td> <td>996</td> <td>1058</td> <td>934</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>1000</td> <td>994</td> <td>996</td> <td>1058</td> <td>934</td> </tr> </tbody> </table> <p><b>2.1.2.2. Number of sanctioned seats year-wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	1000	994	996	1058	934	2017-18	2016-17	2015-16	2014-15	2013-14	1000	994	996	1058	934	2017-18	2016-17	2015-16	2014-15	2013-14					
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2.1.3	<p>Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years</p> <p><b>2.1.3.1. Number of actual students admitted from the reserved categories year-wise during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>221</td> <td>314</td> <td>337</td> <td>303</td> <td>295</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	221	314	337	303	295																				
2017-18	2016-17	2015-16	2014-15	2013-14																											
221	314	337	303	295																											

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
295	314	337	303	295

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

2.4.4.1. Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
3	1	1	1	1

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
3	1	1	1	1

3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years

3.3.3.1. Number of research papers in the Journals notified on UGC website during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
14	5	1	5	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
13	5	1	5	0

3.3.4 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

3.3.4.1. Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
9	27	24	17	17



Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
9	27	24	17	15

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

3.5.2.1. Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
4	0	3	1	2

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

Remark : There are no functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc.

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

5.1.1.1. Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
209	370	285	309	420

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
209	370	285	309	420

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

6.3.2.1. Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
8	1	4	12	11

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
7	12	4	13	11

Remark : As per supporting documents provide by HEI for 2014-15, 2016-17 and 2017-18.

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

7.1.1.1. Number of gender equity promotion programs organized by the institution year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
03	03	03	02	05

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
02	03	02	02	02

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
4	2	2	3	4

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
6	3	3	3	4

## 2.Extended Profile Deviations

### Extended Profile Deviations

No Deviations

NAAC