

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

2013-14



Submitted

by

Sant Dnyaneshwar Shikshan Sanstha's

**HON SHRI ANNASAHEB DANGE ARTS, COMMERCE AND SCIENCE
COLLEGE, HATKANANGALE**

(Affiliated to Shivaji University, Kolhapur)

Re-Accredited 'B' by NAAC [2.78 CGPA]

To

**National Assessment and Accreditation Council (NAAC)
Bangalore**

June, 2014

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

I. Details of the Institution

1.1 Name of the Institution	HON. SHRI ANNASAHEB DANGE ARTS, COMMERCE AND SCIENCE COLLEGE, HATKANANGALE
1.2 Address Line 1	A/P- Hatkanangale
Address Line 2	On Hatkanangale- Ichalkaranji Road
City/Town	Hatkanangale
State	MAHARASHTRA (MS)
Pin Code	416109
Institution e-mail address	adacshat@gmail.com
Contact Nos.	0230-2483521
Name of the Head of the Institution:	Dr. Yojana Vasant Jugale
Tel. No. with STD Code:	0230-2483521
Mobile:	+91 9422040114

Name of the IQAC Co-ordinator:

Mr. Digambar Sukhadeo Kulkarni

Mobile:

+91 9823093043

IQAC e-mail address:

iqacadacscollege@gmail.com

1.3 NAAC Track ID

(For ex. MHC0GN 18879)

AD 09081

1.4 NAAC Executive Committee No. & Date:

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

EC/62/RAR/099 dated 04-01-2013

1.5 Website address:

www.adcacs.in

Web-link of the AQAR:

<http://www.adcacs.in/pdf/AQAR2012-13>.

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	--	2004	5 Years
2	2 nd Cycle	B	2.78	2012	5 Years
3	3 rd Cycle				
4	4 th Cycle				

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

30/06/2000

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

2013-2014

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

i. **AQAR 2012-13 submitted to NAAC on 15/05/2013**

ii. AQAR _____ (DD/MM/YYYY)

iii. AQAR _____ (DD/MM/YYYY)

iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution: Yes No

(e.g. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1. B.C.A. (Self-financed Programme)
2. P.G. in History

1.12 Name of the Affiliating University (*for the Colleges*)

Shivaji University Kolhapur

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

Autonomy by State/Central Govt. / University UGC-CPE

University with Potential for Excellence DST Star Scheme

UGC-Special Assistance Programme UGC-CE

UGC-Innovative PG programmes DST-FIST

UGC-COP Programmes Any other (*Specify*)

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="08"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="02"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="16"/>
2.10 No. of IQAC meetings held	<input type="text" value="04"/>
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="05"/> Faculty <input type="text" value="02"/>
	Non-Teaching Staff <input type="text" value="02"/> Students <input type="text" value="02"/> Alumni <input type="text" value="01"/> Others <input type="text"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC:

1. A lecture on “**Socio-cultural Prosperity and Tradition of Shrilanka**” was organized by the IQAC for teaching, non-teaching staff and students. Dr. Amar Kamble, one of the faculty members of our college who went on study tour programme in Shrilanka in the month of May, 2013 was the resource person. He delivered his lecture with PPT showing the life & culture of Shrilankan society.
2. An orientation programme on “**Academic Performance Indicator (API)**” was organized by the IQAC for teaching staff. Mr. Digambar Kulkarni, the IQAC CO-ORDINATOR of this college was the resource person. He delivered a lecture on the above said subject with PPT showing details of three categories of API.
3. As per concerning faculty development programme, the IQAC motivated the entire faculty to participate in Refresher/ Orientation/ Short Term Courses and as a result five faculties participated in the above said courses at various Academic Staff Colleges during the year. One faculty participated in the NSS camp of seven days at Shirsi. Afterwards, the IQAC in association with Staff Academy of this college had organized a lecture series in which the above mentioned participants delivered lectures.
4. The IQAC motivated research publications and so 35 papers were published in National and International journals. This is the highest number of publication during the last ten years. Some of the teachers edited chapters in Self Instructed Materials of their subjects for the students who enrolled in distance education.
5. In order to conduct an internal academic audit, a committee comprising of the PRINCIPAL and the IQAC CO-ORDINATOR was formed. Academic audit reports were distributed to the head of the departments at the beginning of academic session and the audit was held in the month of March and April.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
<ol style="list-style-type: none"> 1. Submitting proposal for getting financial assistance (worth three lakh) for the IQAC to the UGC. 2. To cater the needs of slow learners and to develop and enhance the professional, employability skills of students throughout the year. 3. Empowering library facilities particularly increasing books in the library as well as departmental library. 4. To conduct academic audit of the departments in the college. 5. Promoting research and motivating the faculty for Faculty development programme. 	<ol style="list-style-type: none"> 1. Submitted proposal as per the UGC norms and received a letter of sanction from the UGC. 2. In order to cater the needs of slow learners, the remedial classes were conducted effectively. Moreover, for developing and enhancing employability skills among the students the college had commenced NSDC Certificate programme. We also provided guidance for various competitive examinations through Competitive Exam. Coaching Centre in our college. 3. In order to increase the number of books in the library, the college had started new scheme of donating books on the individual's birth day. The birth days of teaching, non-teaching staff and the students of this college were celebrated on the occasion of the birth anniversary of Swami Vivekananda. We collected 183 books (worth 23569/- Rs.) this year. 4. Academic audit was conducted in the month of March and April. 5. Four teachers participated in Refresher course and three teachers participated in Orientation course during the year. One faculty member has been awarded an M.Phil. degree. Two faculty members registered for Ph.D. and one of the faculty members has been recognized as a guide for an M. Phil. during the year.

Refer Annexure -I

* Attached the Academic Calendar of the year as Annexure-I

2.15 Whether the AQAR was placed in statutory body Yes No
 Management Syndicate Any other body

Provide the details of the action taken

Discussed and approved with some minor corrections. It was also resolved to display this AQAR to the entire faculty and non-teaching staff.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	01		01	
UG	03		01	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate		03		03
Others				
Total	04	03	02	03
Interdisciplinary				
Innovative				

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

The college offers core and elective options to the students for selecting their curriculum.

(ii) Pattern of programmes:

Pattern	Number of Programmes
Semester	4 (B.A., B.Com., B.C.A. & M.A.-I)
Trimester	
Annual	1 (M.A.-II)

1.3 Feedback from stakeholders* (On all aspects)

Alumni	<input checked="" type="checkbox"/>	Parents	<input checked="" type="checkbox"/>	Employers	<input type="checkbox"/>	Students	<input checked="" type="checkbox"/>
Mode of feedback :	Online	<input type="checkbox"/>	Manual	<input checked="" type="checkbox"/>	Co-operating schools (for PEI)	<input type="checkbox"/>	

**Please refer annexure-II (An analysis of the feedback provided in the Annexure-II)*

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

Syllabi as per Shivaji University, Kolhapur.

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

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
20	19	--	01	---

2.2 No. of permanent faculty with Ph.D.

07

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
--	01	--	-	--	--	1	--	01	1

2.4 No. of Guest and Visiting faculty and Temporary faculty

--	04	10
----	----	----

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		42	02
Presented papers		40	02
Resource Persons		03	

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

1. The college organized an extra coaching for slow and advanced learners as well as remedial coaching in all subjects for the students of socially weaker sections.
2. ICT-enabled teaching learning process followed. Maximum lectures were delivered through PPTs and students were exposed to web-based learning such as creating data base, downloading audio-visual clips of related topics and online test for English grammar, etc.
3. For an internal evaluation, each department organized a unit test, home assignments, group projects and seminars under the guidance of concerned faculty in the respective subjects.
4. Study tour programme for the students of Geography department and industrial visit programme for the commerce students were arranged to provide direct exposure of their syllabus.
5. In the department of English, students were provided an opportunity to see the famous dramas, movies and listen to some stories.

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

210 days (35 weeks)

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

1. Examinations were conducted as per the directions furnished by Shivaji University, Kolhapur.
2. For an internal evaluation, the college conducted a unit tests, group projects and seminars. Unit tests were conducted by providing **Multiple Choice Questions**.
3. **Photocopies** of assessed answer scripts were provided to the first year students of graduation on their demand.

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

01		05
----	--	----

2.10 Average percentage of attendance of students

85%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.III	90	12	38	20		
B.A.II	79	06	30	16	35	
B.Com.III	50		4	14	48	
B.Com. II	54		37	2	44	

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

- For Faculty:**
- By conducting academic audit and interaction with the departments.
 - By motivating teachers to use modern teaching aids such as OHP, computers and internet etc.
 - For the evaluation of teaching process, the IQAC collected feedback on teaching from the departmental students regularly.
- For Students:**
- The departments were asked to organize unit tests, home assignments and seminars for the evaluation of students' progress
 - By conducting remedial coaching and organizing skill development programme.

2.13 Initiatives undertaken towards faculty development (2013-14):

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	02
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	03
Others	19 (<i>benefitted from seminars/ conferences, etc.</i>)

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	16	06	--	--
Technical Staff				

** Criterion- III is on the following page.*

Criterion – III

3. Research, Consultancy and Extension

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

1. The college passed the resolution of establishing research committee and API (Academic Performance Indicator) Scrutiny Committee in order to inculcate research culture in the first meeting of the IQAC. These two committees encouraged and motivated the entire faculty for research activities throughout the year. As a result;
 - Two minor research projects are on the verge of completion.
 - 35 research papers were published in ISSN marked research journals & conference proceedings.
 - Shivaji University Kolhapur conferred an M.Phil. degree to Mr. Digambar Kulkarni and Tilak Maharashtra University, Pune awarded Ph.D. degree to Mrs. Sanghmitra Sarwade.
 - Three faculty members are working as a guide for an M.Phil. / Ph.D. research.
 - Two faculty members registered for Ph.D. programme at Shivaji University Kolhapur.
 - One of the faculty members publishes his own research journal (ISSN marked) titled Journal of Historical Research in Deccan biannually.
2. For promoting research culture among the students, the college has established four research study centres namely Chatrapati Shivaji Maharaj Study Centre, Mahatma Gandhi Study Centre, Dr. Babasaheb Ambedkar Study Centre and Hon. Shri Annasaheb Dange Social Study Centre.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		02		
Outlay in Rs. Lakhs		1.80 lakh		

3.4 Details on research publications

	International	National	Others
Peer Review Journals	06	18	
Non-Peer Review Journals			
e-Journals			
Conference proceedings	02	09	

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2	UGC & ICHR	1.80 Lakh	1.80 Lakh
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total	2			

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution:

Level	International	National	State	University	College
Number					3 (workshops)
Sponsoring agencies					Our own college

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

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

Total	International	National	State	University	Dist	College
02				02		01

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level / College level	<input type="text" value="150"/>	State level	<input type="text"/>
National level	<input type="text" value="01"/>	International level	<input type="text"/>

3.22 No. of students participated in NCC events:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="03"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.24 No. of Awards won in NCC:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>
NCC	<input type="text"/>	NSS	<input type="text" value="30"/>
		Any other	<input type="text"/>

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

1. Annual NSS Camp of seven days was organized at Aalte village.
2. Blood Donation Camp was organized and collected 84 bottles of blood.
3. Organized women health camp and social awareness programme through Mahila Manch.
4. Village adopting and mentoring programme for fostering educational awareness among the villagers.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	4.5 Acres		Institution	4.5 Acres
Class rooms	16	6 rooms are under construction	Institution	16+6
Laboratories	02		Institution	02
Seminar Halls	02		Institution	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	78	02	UGC & Institution	80
Value of the equipment purchased during the year (Rs. in Lakhs)	4095523/-	634370/-	UGC & Institution	4729893/-
Others				
	1] Women's Hostel	01	UGC	01
	2] Canteen	01	Institution	01
	3] Parking Shed	01	Institution	01
	4] Library Blocks	02	Institution	02
	5] UGC-NRC	01	UGC	01
	6] Distance Edu. Block	01	Institution	01

4.2 Computerization of administration and library

- Library is already computerized. Three client computers are connected with a server computer in the main library. One computer is placed in the text room section.
- SOUL 2.0, OPAC & BAR CODING systems are used while issuing books to students and staff.
- CC-TV is placed in the library for security.
- Open access system is followed for teaching and non-teaching staff.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	4024		319			
Reference Books	4804		45			
e-Books						
Journals	39		39			
e-Journals						
Digital Database						
CD & Video	167		04			
Others (specify)						
						1765896/-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments
Existing	78	01	Yes LAN	10 (8 departments, Office & UGC-NRC)	01	01	08
Added	02						
Total	80	01		10	01	01	08

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

- All departments and the office have been provided computer facilities with internet access.
- The college has provided LCDs & OHPs to all departments for power-point presentation.
- Computers with internet access are made available to students free of cost.

4.6 Amount spent on maintenance in lakhs:

i) ICT	17000/-
ii) Campus Infrastructure and facilities	29771/-
iii) Equipments	624370/-
iv) Others	17922/-
Total:	689063/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Updated prospectus and college handouts providing information of student support services were published to create awareness about student support services.
- Lectures have been arranged on support services in the parents and alumni meet.
- The college furnishes information regarding support services through Students' Counselling Cell and Village Mentoring Mechanism. At the beginning of the academic session every faculty visits to the villages and provides information about various facilities in the college.
- The college provides information regarding the facilities in the Students' Council Meet.
- The IQAC conducted a one day orientation programme for the newcomers in which they are exposed to various facilities.

5.2 Efforts made by the institution for tracking the progression

- Alumni Association (committee) maintains a register for recording the progress of students.
- Placement Cell organizes campus interviews and training programmes for students.
- Career guidance and information of various exams are provided through competitive examination coaching centre and students' counseling cell.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
598	88		

(b) No. of students outside the state

00

(c) No. of international students

00

Men	No	%
	380	55

Women	No	%
	306	45

Last Year (2012-13)						This Year (2013-14)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
323	166	00	210	00	699	287	173	00	226	00	686

Demand ratio

Dropout %

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

- Orientation programmes for preparing MPSC/UPSC were organized in the college.
- Lectures on preparing for various examinations were conducted through Competitive Examination Coaching Centre.
- Library facilities such as books, journals and internet facilities were provided to the students who are preparing for competitive examinations free of cost.

No. of students beneficiaries

50

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
 IAS/IPS/ etc State PSC UPSC Others **1. PSI =1**
2. Police =1

5.6 Details of student counselling and career guidance

- Students' Counseling Cell: All class teachers interacted with the students to know their personal as well as educational problems.
- Placement Cell: For students' counseling and career guidance interviews and training programmes were organized by placement cell.
- General orientation programme and lectures on various competitive examinations were conducted by Competitive Examination Coaching Centre.

No. of students benefitted

All students of final year

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
09	20	00	00

5.8 Details of gender sensitization programmes

- Women Empowerment Cell (Jagruti Mahila Manch) organized workshops on “Laws associated with Women Protection” & “Prohibiting Sexual Harassment”.
- Celebration of special days such as Mother’s Day, Women’s Day, the birth and death anniversaries of Ahilyadevi Holkar, Savitribai Phule, etc.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	273	1163519/-
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: **Nil**

Criterion – VI

6. Governance, Leadership and Management

6.1

Vision

To remove the darkness of all the ignorance in our society.

Mission

To mould a self-reliant generation through value based education with a pride and predilection of our cultural heritage and undertaking personality development through the mingling science culture and philosophy.

6.2 Does the Institution has a management Information System?

- Meetings of IQAC, LMC & Students Council were conducted regularly
- Meetings of in-house committees were held periodically.
- Departmental Meetings on syllabus teaching & completion and correction of feedback.

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

6.3.1 Curriculum Development

One faculty member is working as a member in BOS at Shivaji University

6.3.2 Teaching and Learning

- Prepared and followed annual teaching plan
- ICT- Enabled as well as traditional methods of teaching: Use of Computers, laptop, internet and preparing PPTs
- Conducted study tour programme and industrial visit activities.
- Organized lectures for slow and advanced learners in the departments.
- Remedial Coaching in all subjects.
- Organized seminars, home assignments and group projects for internal evaluation.
- Motivated and encouraged students for research activities through fours research centres namely Ch. Shivaji Maharaj Study Centre, M.K. Gandhi Study Centre, Dr. Babasaheb Ambedkar Study Centre and Hon. Shri Annasaheb Dange Social Study Centre.

6.3.3 Examination and Evaluation

- Examinations were conducted as per directions furnished by Shivaji University, Kolhapur. Semester Examination in which 40: 10 pattern is followed for the B.A./B.Com.II & III year classes and a semester of 50 marks for the first year students.
- University entrusted the responsibility of organizing examinations for the first year students to the college itself. For this the college has constructed the Examination Committee as per university norms.
- For internal evaluation, the college had conducted unit tests, home assignments, group projects and seminars.

6.3.4 Research and Development

- In order to motivate and encourage the faculty for research, the institution has formed the research committee and API Scrutiny Committee. The research committee motivates the faculty for minor and major research projects and because of this two minor research projects are on the verge of completion. Two faculty members registered for Ph.D. during this year. Three faculty members are working as a guide for Ph.D and an M.Phil. Two faculties had been awarded M.Phil and Ph.D. degree during the year.
- The parent institution made provision of in-house award for the faculty who have done research in their respective subject.
- Duty Leaves were sanctioned to those faculties who participate with research papers in international/national/ state level conferences or seminars

6.3.5 Library, ICT and physical infrastructure / instrumentation

- **Library:** Library is already computerized. There are four computers with internet access in the main library and one is placed in the text room section. All computers are equipped with SOUL 2.0 software and OPAC system. Bar coding system is followed for issuing books.
- **Classrooms:** All departments are equipped with computers, LCDs and OHPs. Maximum lectures are delivered through PPTs. Internet facility is also available in the departments.
- **Office:** The entire office work is executed using the computer. We have five computers, two printers, two scanners in the office.

Apart from that, the college has made the provision of women's hostel, canteen, a generator to overcome load shedding problem and parking facilities on campus.

6.3.6 Human Resource Management

- **Teaching Staff:** Curricular, co-curricular and extra-curricular activities have been carried out by the teaching staff throughout the academic year. In the very beginning of the academic session, the Principal distributes in-house committees and in response to this the faculties submit the annual calendar of their committees and they are bound to work according to given plan. Refresher, orientation and short term courses develop the professional skills of teaching staff.
- **Non-teaching Staff:** The college develops and enhances the professional skills and office communication of non-teaching staff by organizing computer literacy, software awareness programmes and workshops.
- **Students:** The College develops this resource by organizing NSS Camps for village cleaning, campus cleaning and developing, blood donation camps, cultural activities and gymkhana activities.
- **Parents & Alumni:** The College organizes parents and alumni meet and get response, support and suggestions from them.

6.3.7 Faculty and Staff recruitment

- The recruitment of the permanent faculty and non-teaching staff is done strictly by following the rules and regulations laid down by the affiliated university, state government and the UGC.
- The Local Management Council (LMC) of the institution recruits the faculty on CHB and the faculty for self-financed courses on the institutional level.

6.3.8 Industry Interaction / Collaboration

The placement cell of this college keeps cordial relationship with nearby industries.

6.3.9 Admission of Students

The rule *first come first admission* is followed. The admission committee in our college counsels the students and gives admission by considering their wish and capacity.

6.4 Welfare schemes for teaching, non-teaching staff and students:

For Teaching and Non-teaching Staff	<ol style="list-style-type: none"> 1. The college provides assistance to avail loan from our institute's co-operative society. 2. Provides medical facilities from our institute's medical college. 3. Annual gathering of staff at institute's head office.
For Students	<ol style="list-style-type: none"> 1. Earn and learn scheme for needy students. 2. Financial aid through student's welfare fund. 3. Computers with internet facility free of cost. 4. Health camp free of cost. 5. Sportsman aid fund. 6. Government scholarship schemes.

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done

Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	NAAC & a Committee from Joint Director office	Yes	In-house Academic Audit committee of the institution
Administrative	Yes	NAAC & a Committee from Joint Director office	Yes	Mother institute

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

For UG Programmes Yes No

For PG Programmes Yes No

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

Our college is affiliated to Shivaji University Kolhapur and bound to follow the rules and regulations laid down by the university. At present we are following semester examination system with 40:10 patterns (40 marks for semester exam. & 10 marks for an internal evaluation). For an internal evaluation the college organizes an oral tests, home assignments, projects and seminars.

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

Nil

6.11 Activities and support from the Alumni Association

- Alumni meet organized.
- Book donation.

6.12 Activities and support from the Parent – Teacher Association

- Parent-teacher’s meet organized.

6.13 Development programmes for support staff

- Computer training organized.
- A lecture on Business English organized.

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

- Tree plantation for green campus.
- Avoiding the use of plastic materials.
- Proper garbage disposal.
- Covering up drainage lines.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Academic and administrative audit introduced.
- Computer literacy programme for teaching and non-teaching staff conducted.
- Students were exposed to web-based learning skills.
- Training for students on e-library skills.

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

1. Completing the construction of women's hostel.	1. Construction completed.
2. Updating website.	2. Website is updated time to time.
3. Submitting proposal for getting financial assistance for the IQAC to the UGC.	3. Submitted proposal and waiting for response.

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

1. Donating books to the library on individual's birth day by teaching, non-teaching staff and students.
2. Academic and administrative audit.

****Provide the details in annexure (annexure need to be numbered as i, ii, iii)***

7.4 Contribution to environmental awareness / protection

1. Tree plantation programme.
2. Lectures on environmental issues.

7.5 Whether environmental audit was conducted?

Yes



No

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

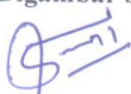
Strengths:	<ol style="list-style-type: none">1. Good infrastructure (physical as well as ICT infrastructure)2. Good human resource management mechanism.3. Qualified and research oriented faculty.4. ICT-enabled teaching learning process.5. Green and eco-friendly campus.
Weaknesses:	<ol style="list-style-type: none">1. No faculty-student exchange scheme.2. No patents and collaboration
Opportunities:	<ol style="list-style-type: none">1. Industrial linkage and collaboration.2. Improvising e-communication3. Consultancy Services
Challenges:	<ol style="list-style-type: none">1. Introducing Science Stream2. Faculty-student exchange programme3. Introducing new employment oriented courses

8. Plans of institution for next year

<ol style="list-style-type: none">1. Introducing extra P.G. and certificate courses.2. Establishing language laboratory in the department of English.3. Enhancing in-house publications.4. Creating reception counter to facilitate information about support services to the students and visitors at the time of admission.5. Submitting more proposals for minor and major research projects.6. Conducting national/state level seminars.7. Organizing a lecture series under the title To Know our College and To Know our India for all stakeholders.
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Name: Mr. Digambar Sukhadeo Kulkarni

Name: Dr. Yojana Vasant Jugale



Signature of the Coordinator, IQAC

Signature of the Chairman, IQAC

**Hon. Shri. Annasaheb Dange A.C.S. College
Hatkanangale, Dist. Kolhapur**

**Shri. Annasaheb Dange Arts, Commerce &
College, HATKANANGALE, Dist. Kolhapur**

Annexure I

Academic Calendar (2013-14)

Month	Type of Activity
June	<ul style="list-style-type: none">➤ Commencement of College➤ Admission Procedure➤ Submission of Annual Teaching Plan➤ The first staff meeting and port-folio distribution➤ Celebration of birth anniversary of Ch. Shahu Maharaj➤ Organizing popular lecture and a lecture on API for teaching and non-teaching staff.
July	<ul style="list-style-type: none">➤ The first meeting of the IQAC➤ Enrolment of students for NSS➤ Celebrating birth day of Hon. Shri. Annasaheb Dange by organizing sports and cultural activities.➤ Organizing blood donation camp and health camp for all students and faculty members.➤ Submitting proposal of affiliation for continuation of M.A. in History
August	<ul style="list-style-type: none">➤ Celebrating the National Sports and Librarian's Day➤ Celebrating Independence Day➤ The IQAC meeting with teaching and non-teaching staff➤ The meetings of Examination, Discipline and Library Committee.➤ Students Council Meeting
September	<ul style="list-style-type: none">➤ Celebration of Teacher's Day➤ Two day N.S.S. Camp➤ Conducting health camp for women through Mahila Manch➤ Celebration of National Energy Conservation Day, World Ozone Day through Nature Club.➤ Celebration of NSS Day by NSS

October	<ul style="list-style-type: none"> ➤ Conducting Seminars /project work for internal evaluation ➤ The Second meeting of the IQAC ➤ Conducting workshop under lead college scheme. ➤ Rotary Club Programme ➤ Term End staff meeting ➤ Commencement of Diwali vacation
November	<ul style="list-style-type: none"> ➤ Semester Examination ➤ The third staff meeting ➤ NSS Camp for village cleaning
December	<ul style="list-style-type: none"> ➤ Celebration of World AIDS Day, Population Prevention Day and Computer Literacy Day. ➤ Library Committee Meeting ➤ Conducting workshop under Lead College Scheme ➤ Celebration of death anniversary of Dr. Babasaheb Ambedkar ➤ Student Council meeting ➤ Alumni and Parents' Meet ➤ The third meeting of the IQAC
January	<ul style="list-style-type: none"> ➤ Celebration of birth anniversary of Savitribai Phule ➤ Celebration of National Youth Day, Sports Day, and National Republic Day, Gandhi Nirvan Day ➤ Attending the SNEH MELAVA at the head office of our mother institution ➤ Lead College Programme ➤ Study tour programme
February	<ul style="list-style-type: none"> ➤ Conducting unit tests, home assignments, projects and seminars for an internal evaluation ➤ Annual Prize Distribution Ceremony ➤ Placement Cell Programme ➤ Book Exhibition ➤ Gymkhana Meeting

March	<ul style="list-style-type: none"> ➤ The fourth meeting of the IQAC ➤ Commencement of Semester Examination ➤ Farewell Function ➤ Conducting academic audit
April and May	<ul style="list-style-type: none"> ➤ Term end meeting ➤ Examination and Assessment ➤ End of the academic session

Annexure-II

Analysis of Feedback

a) Feedback from Students: The College has very effective feedback mechanism for collecting and analysing feedbacks from students. Feedbacks on teaching-learning, curriculum and various programmes as well as support services are taken regularly. These feedbacks work as guideline for updating teaching learning techniques and organizing skill development programmes. All faculties take exercise for interaction with students in order to know their problems and difficulties regarding the syllabus.

b) Alumni: Feedbacks from the alumni are taken in the alumni meet and their suggestions are incorporated with the responsible heads. Moreover one member from alumni is included in the IQAC and his suggestions are taken into consideration.

c) Parents: The parents-teachers association organizes a parents' meet in order to furnish the details of support services provided in the college. The principal and convener show the progress report, daily attendance of the wards to their parents in this meet. At the same, feedbacks on the above are collected from the parents. Apart from these, a meeting with parents were organized at the time admission.

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
