

# **Annual Quality Assurance Report (AQAR)**

## **2017-2018**



**Rayat Shikshan Sanstha's**

**Shri Sadguru Gangageer Maharaj Science, Gautam Arts &  
Sanjivani Commerce College, Kopargaon - 423601  
(Dist. Ahmadnagar, Maharashtra-India)**

**Submitted to**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**  
*An autonomous Institution of the University Grants Commission*  
P.O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore – 560072 INDIA

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

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

### Part – A

**AQAR for the year**

2017-18

#### 1. Details of the Institution

1.1 Name of the Institution

Shri Sadguru Gangageer Maharaj Science, Gautam Arts & Sanjivani Commerce College, Kopargaon

1.2 Address Line 1

Kopargaon

Address Line 2

District Ahmednagar

City/Town

Kopargaon

State

Maharashtra

Pin Code

423601

Institution e-mail address

ssgmcoll.kop@gmail.com

Contact Nos.

02423-223155, 223755

Name of the Head of the Institution:

Prin. Dr.D.P. Gadhe

Tel. No. with STD Code:

02423-223155

Mobile:

08087524100

Name of the IQAC Co-ordinator: Dr. Nilesh V. Malpure

Mobile: 09423484319

IQAC e-mail address: nmalpure@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879): MHCOGN10256

OR

1.4 NAAC Executive Committee No. & Date: EC(SC)/21/A&A/23.3, Dt. 23/01/2017  
(For Example EC/32/A&A/143 dated 3-5-2004.

*This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)*

1.5 Website address: www.ssgmcollege.org

Web-link of the AQAR: www.ssgmcollege.org/IQAC/AQAR2017-18.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+	--	2003	5 years
2	2 <sup>nd</sup> Cycle	B	2.61	2009	5 years
3	3 <sup>rd</sup> Cycle	B <sup>++</sup>	2.82	2017	5 years
4	4 <sup>th</sup> Cycle	--	--	--	--

1.7 Date of Establishment of IQAC: DD/MM/YYYY 02/02/2006

1.8 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 - 21/10/2016

### 1.9 Institutional Status

University State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☐

Autonomous college of UGC Yes ☐ No ☐

Regulatory Agency approved Institution Yes ☐ No ☐

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution: Co-education ☒ Men ☐ Women ☐

Urban ☐ Rural ☒ Tribal ☐

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

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

### 1.10 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☒

Others (Specify)

### 1.11 Name of the Affiliating University (*for the Colleges*):

Savitribai Phule Pune  
University, Pune, Maharashtra

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

Autonomy by State/Central Govt. / University:

University with Potential for Excellence ☐ UGC-CPE ☐

DST Star Scheme ☐ UGC-CE ☐

UGC-Special Assistance Programme ☐ DST-FIST ☒

UGC-Innovative PG programmes  Any other (*Specify*)

UGC-COP Programmes ☒

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

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and  
Community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

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

2.12 Has IQAC received any funding from UGC during the year? Yes No  
If yes, mention the amount   ☒

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

<b>National:</b>	1. Advances in Biodiversity, Biotechnology and Environment
<b>State level:</b>	1. Recent trends in Analytical and Bioanalytical chemistry 2. Apiculture as a cottage industry

2.14 Significant Activities and contributions made by IQAC

- Distribution and collection of self appraisal forms for updating records.
- Promotion of collaborations by signing MoUs.
- Submission of minor/ major research proposals to various funding agencies
- Organisation of National and State level conference/ Seminars
- Organised meetings and obtained feedback from various stakeholders.
- Recommendations for financial assistance to organize various activities.
- Economic contribution by faculties towards drought affected areas

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 \*

<b>Plan of action</b>	<b>Achievements</b>
<b>Academic</b> <ul style="list-style-type: none"><li>• Conduction of Certificate courses</li></ul>	<b>Academic</b> <ul style="list-style-type: none"><li>• 07new certificate courses started in from July 2017</li></ul>
<b>Infrastructure</b> <ul style="list-style-type: none"><li>• Construction of study cum class room for MPSC centre</li><li>• Construction of separate toilet block</li><li>• Beautification of campus</li></ul>	<b>Infrastructure</b> <ul style="list-style-type: none"><li>• Construction of ICT enabled study cum class room was completed for civil service aspirants</li><li>• Construction of separate toilet block was completed</li><li>• College campus improved by planting new trees and with proper labelling. Botanical garden enriched by planting RET and succulent plants</li></ul>

<b>Research</b> <ul style="list-style-type: none"> <li>• Organisation of Seminars / Conferences</li> <li>• Submit the proposals for Major and Minor research projects to UGC, DST etc.</li> </ul>	<b>Conferences /seminars organised</b> <ul style="list-style-type: none"> <li>• 01 National, 02 State level conferences were organized</li> <li>• 01 Major Research proposal submitted to DST SERB and 5 Minor research project proposals submitted to UGC</li> </ul>
<b>Teaching - Learning</b> <ul style="list-style-type: none"> <li>• Up gradation of teaching &amp; learning facilities.</li> </ul>	<ul style="list-style-type: none"> <li>• Two Audiovisual class rooms are developed along with installation of LCD projectors in 04 classrooms</li> </ul>
<b>Other plans</b> --	--

*\* Attach the Academic Calendar of the year as Annexure. (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      AQAR has been approved by the management

## Criterion – I

### 1. Curricular Aspects

#### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	01	--	--	--
PG	08	--	--	--
UG	14	--	--	--
PG Diploma	01	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	07	07	07	--
Others	02 COC		--	--
<b>Total</b>	33	07	07	--

Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

##### (ii) Pattern of programmes:

Pattern	Number of Programmes
Semester	14
Trimester	00
Annual	08

1.3 Feedback from stakeholders\* Alumni ☒ Parents ☒ Employers ☒ Students ☒

##### *(On all aspects*

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

***\*Please provide an analysis of the feedback in the Annexure (Annexure II)***

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

No

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

No



## Criterion – II

### 2. Teaching, Learning and Evaluation

#### 2.1 Total No. of permanent faculty

Total	Assistant Professors	Associate Professors	Professors	Others
39	12	24	01(Principal)	Librarian 01 Physical Director 01

#### 2.2 No. of permanent faculty with Ph.D.

14

#### 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
94	--	--	--	--	--	--	--	94	--

#### 2.4 No. of Guest and Visiting faculty and Temporary faculty:

--- 01 94

#### 2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	11	17	00
Presented papers	11	17	00
Resource Persons	00	02	01

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

- Use of ICT tools viz. visualizers, smart boards.
- Use of language lab for literature classes
- PG students are allotted with research projects
- Industrial-training to students.

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

210

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

Being an affiliated college, examinations/evaluation (except B.Sc. I) is conducted by University through the Principal as officer in-charge of examination. However, following reforms in conduct of examination and evaluation procedures have been adopted by the college:

- Open Book Test
- Provision of photocopy if asked by the student.
- Provision of question bank to help the students in preparing for the exam.
- Home Assignments and unit tests are conducted

2.9 No. of faculty members involved in curriculum

Restructuring /revision /syllabus development  
as member of Board of Study/Faculty/  
Curriculum Development workshop

00

00

00

2.10 Average percentage of attendance of students

75.3%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Total no. of Pass students	Division				College Result %	University Result %
			Distinction %	I %	II %	III %		
Undergraduate programmes								
B.A.	141	74	12	33	25	04	52.48	50.03
B.Com.	193	136	30	55	49	02	70.46	57.00
B.Sc.	182	130	94	36	00	00	71.42	51.74
B.B.A.	42	34	01	13	20	00	80.95	67.87
Postgraduate programmes(Part-II)								
M.A. (Marathi)	20	17	03	10	04	00	85.00	89.73
M.A.(Hindi )	05	05	01	02	02	00	100	89.73
M.A.( English)	15	14	00	03	07	04	93.34	89.73
M.A.(Economics )	16	16	00	01	06	09	100	89.73
M.A. (Geography)	11	01	01	00	00	00	10	20.33
M.Com.	98	08	00	08	50	27	98.93	88.16
M.Sc.(Org. Chem.)	24	12	03	04	05	00	50.33	63.82
M.Sc.(Ana. Chem.)	22	22	00	12	06	04	100	79.68
M.Sc. (Physics)	20	19	09	08	02	00	95	74.54
M.Sc. (Botany)	19	19	07	08	03	01	100	87.22

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

- Departments are advised to prepare academic calendar as well as teaching plan for the academic session
- Daily attendance
- Ensure and motivates faculty to use ICT
- IQAC looks into updating of teaching aids and teaching techniques.
- Analysis of result and plan of strategies for betterment.
- Feedback on teachers and its report is communicated to Principal and HOD.

#### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	00
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	00
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	00
Others	00

#### 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	08	03	00	00
Technical Staff	84	34	00	00

## Criterion – III

### 3. Research, Consultancy and Extension

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

Following are the initiatives of the IQAC for promoting research:

- The IQAC has constituted Research Advisory/Monitoring Committee to monitor and promote research.
- Guidance to students for Avishkar competition.
- Intra-collegiate research project competition
- Motivation of faculty and students to participate and present research papers in conferences and seminars
- Felicitation of teachers for publishing their research work in International/ National Journals and Ph.D. Awarded teacher.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	01	--	--
Outlay in Rs. Lakhs		28,12,260/-	--	42,400,00/-

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	04	--	03
Outlay in Rs. Lakhs	--	11,70,000/-	--	-

#### 3.4 Details on research publications : (Total: 70)

	International	National	Others
Peer Review Journals	30	--	12
Non-Peer Review Journals	--	--	--
e-Journals	--	--	--
Conference proceedings	--	28	--

#### 3.5 Details on Impact factor of publications:

Range 0.3-4.85      Average 1.79      h-index 1-5      Nos. in SCOPUS 21

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	3 Years	SERB(ECR)	28,12,260/-/-	28,12,260/-/-
Minor Projects	2 Years	UGC	11,70,000/-/-	11,70,000/-/-
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects (other than compulsory by the University)	--	--	--	--
Any other(Specify)	Seminar/ Conferences	BCUD	3,20,000/-	3,20,000/-
Total				<b>43,02,260/-</b>

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) ☒  
(DST- FIST)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

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

3.12 No. of faculty served as experts, chairpersons or resource persons: 15

3.13 No. of collaborations: International 0 National 05 Any other 04

3.14 No. of linkages created during this year: 10

3.15 Total budget for research for current year in lakhs:

From funding agency 3, 20,000/- From Management of University/College 2,50,000/-  
Total 5,70,000/-

3.16 No. of patents received  
this year

Type of Patent	Status	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
03	-	-	-	-	02	01

3.18 No. of faculty from the Institution

who are Ph. D. Guides 06

and students registered under them 02

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

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

JRF  SRF  Project Fellows

Any other

(Research Fellowship from Institution)

3.21 No. of students Participated in NSS events:

University level  State level

National level  International level

3.22 No. of students participated in NCC events:

University level  State level

National level  International level

3.23 No. of Awards won in NSS:

University level  State level

National level  International level

3.24 No. of Awards won in NCC:

University level  State level

National level  International level

3.25 No. of Extension activities organized

University forum  College forum

NCC  NSS  Any other

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

- Participation of students and faculty members in plantation programmes.
- Donations to drought affected people of the society.

- NSS - The Annual Special Camp to the adopted Village,
- Manavi Sakhli Abhiyan
- Sai International Marethon
- Celebration of International Yoga Day
- Plastic free Campus
- Disaster management camp
- Smashanbhumi Svchata Abhiyan
- Karmaveer Jayanti Relay
- Jalsandharan Bandhara
- Swach Bharat Abhiyan.
- AIDS Awariness Realy.



## 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	22.5 acres	0	Management	22.5 acres
Class rooms	54	0	Management	54
Laboratories	27	0	Management	27
Seminar Halls	04	--	Management	04
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	0	03	UGC	03
Value of the equipment purchased during the year (Rs. in Lakhs)	0	325000/-	UGC	325000/-
Others	--	--	--	--

#### 4.2 Computerization of administration and library

- Computerization of Library: Computer-10, Scanner-01, Software-01 etc.
- An online public access catalogue (OPAC) facility is available in the library for for speedy and convenient access.
- NLIST(National Library& Information Service for scholarly content)
- Wi-Fi communication: Administrative Section is equipped with computers and internet facility with Wi-Fi connection.
- Computerization of administration-  
Cmputer-16,scanner-01, Printer-10, Printer with Scanner-05,Laptop-2, Fax Machine-01, Xerox Machine-06, Biometric-03, Modem-02, Projector-02, LAN Switch-24 port 02, cash counter-01, CCTV 103 etc.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	51576	3079697	948	196172	52524	3275869
Reference Books	38527	8010984	176	149512	38703	8160496
e-Books	3100000+	5750	--	5750	3100000+	11500
e-Journals	6000+		6000+		6000+	
Journals	1872	125000	39	46050	1911	171050

Digital Database	NList	--	N List	--	N-List	--
CD & Video	155	11500	0	--	155	11500
Others (specify)	--	--	-	--	--	--

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	184	11	All	11	01	16	15	--
Added	00	00	0	00	00	00	00	
Total	184	11	All	11	01	16	15	--

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

- Provision of visualizers and other ICT facilities for teaching
- Computer and internet facility is available for teacher in each department.
- Computer and internet facility is made available for student and teacher in the computer centre and computer lab.
- New software is use for handling admission process.
- New software is use for making salary bill in the account department.
- New software is use for data entry of book in the library.

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

i) ICT	0.1
ii) Campus Infrastructure and facilities	15.69283
iii) Equipments	3.25
iv) Others	0.6
<b>Total:</b>	<b>19.64283</b>

## Criterion – V

### 5. Student Support and Progression

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

Action plan prepared by IQAC is followed by different departments and committees who ensure awareness and implementation of student support services. Following are some of the activities –

- Newly admitted students are informed in the beginning of academic session about the various Student Support Services available in the institution.
- Student support services are conveyed through Teacher-Parent scheme
- IQAC also gives such information by publishing on college website and prospectus
- Organisation of various competitions
- Organisation of campus interviews through placement cell.
- Competitive exam guidance centre trains the students, this year 02 students got selected for various government posts through this centre.

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

Tracking of progression is achieved through –

- Conduction of mid semester exams, Unit tests, Tutorials
- Feedback by students
- Record of slow and advanced learner batches
- Departments to maintain records of the outgoing students.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others	Total
2425	578	00	00	3003

(b) No. of students outside the state:

(c) No. of international students:

Men	No	%
	1700	56.61

Women

No	%
1303	43.38

Last Year (UG+PG)							This Year (UG+PG)						
General	SC	ST	OBC	NT	Physically Challenged	Total	General	SC	ST	OBC	NT	Physically Challenged	Total
1190	356	76	921	310	00	2853	1261	413	96	895	335	03	3003

Demand ratio 1: 1

Dropout – 1.32%

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

- Competitive exam guidance centre is functional.
- Lecture series were organized (60) throughout the year.

No. of students beneficiaries:

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

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

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

Student counselling is accomplished through –

- Principal's address
- Parent teachers scheme

Career guidance is achieved through –

- Organization of Guest lecturers for career counselling
- Career oriented courses
- Competitive exam guidance centre
- 07 new Skill development programmes started.

No. of students benefitted:

#### 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
08	356	82	Data not available

## 5.8 Details of gender sensitization programmes

Ladies student welfare committee organised the following activities –

- Organization of Orientation program for girls
- Organizations of Competitions like Rangoli, Science Poetry, Debate, Mehendi

## 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	1496	80,21,794/-
Financial support from other sources	62	4,60,710/-
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: No grievances

## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

**Vision:**

- To generate academic, scientific temper, physical, spiritual, social and cultural values among the students and to make them self-reliant through self-help, to be responsible citizens of the world.

**Mission:**

- To impart higher education with multifaceted aspects, excelling the human resources in broader perspectives of national and global.

#### 6.2 Does the Institution has a management Information System

Yes. Management Information System is established in the college for better performance.

- Separate Vice-Principal for Arts, Commerce and Science faculty
- H.O.Ds and chairpersons of various committees collect and integrate the data regarding curricular and extracurricular activities and submit to IQAC office.
- Office Superintendent of college collects and integrates the data regarding administrative aspect.
- Accounts section of college collects and integrates the data regarding financial aspect.

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

##### 6.3.1 Curriculum Development

- Participation of Teachers in framing of new curricula for various undergraduate and post graduate programmes.
- Institute has developed its own curriculum for short term courses.

### 6.3.2 Teaching and Learning

- Effective teaching using ICT methods as well as conventional methods.
- Maintenance of academic diary
- Students seminars and research projects
- Study tours and field visits
- Faculty training
- Students mentoring through Teacher-parent scheme.

### 6.3.3 Examination and Evaluation

- The college conducts semester examinations as per guidelines and schedule given by SPPU.
- Internal examinations are conducted and it consists of multiple choice questions as well as subjective questions.
- Seminars and assignments are given to the students for the evaluation.

### 6.3.4 Research and Development

- Research Committee to motivate teachers to undertake research.
- The college encourages the faculties to participate in various seminars/ conferences/ workshops etc. PG and final year UG students are encouraged to submit dissertation/ project work.

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

- Library – Access to e-journals/ e-books through INFLIBNET/N-List
- ICT – ICT enabled laboratories and classrooms.
- Physical Facilities - Sufficient infrastructure including Principals cabin, Administrative block, Head's chambers, Meeting rooms, Office, Class rooms, Boys & Girls common rooms, Guest house, Boy's & Girls hostels, Computer labs, Botanic garden, Research Laboratory, Library, Internet facility in the entire campus. Sports facilities like Gym. Hall, Running track, Play grounds, badminton kits, cricket kit, volleyball, football, etc.
- Separate instrumentation facility at Physics, Chemistry and Botany Department

#### 6.3.6 Human Resource Management

- Performance Appraisal (UGC-PBAS proform), Performance record.
- Various courses for enhancing the competence.
- Welfare schemes available to take care of the needs of Human resources.
- Evaluation by HOD and Principal.

#### 6.3.7 Faculty and Staff recruitment

- Recruitment of faculty and staff is carried out by the parent institute as per State Government and Savitribai Phule Pune University regulations.

#### 6.3.8 Industry Interaction / Collaboration

- MOU with industries.
- Interaction with industries for campus drives.
- Industrial visits.

#### 6.3.9 Admission of Students

- Admission process is as per the university guidelines and the rules set by the University and Government.
- Admission committee looks after the admission process.
- Admissions of students are taken strictly on merit basis.
- College has adopted online admission system for B. Sc.

#### 6.4 Welfare schemes for

Teaching	Rayat Sevak Kutumb Kalyan Yojana
Non teaching	Sevak Welfare Scheme Group Insurance for faculty and staff at Sanstha level Rayat Sevak Co-operative Bank is established in the year 1940. It provides different types of loans.
Students	Earn and Learn Scheme, Students Aid-Fund

6.5 Total corpus fund generated:

0



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	ISO	Yes	AAA Parent institute
Administrative	Yes	Accountant General (Administrative officer)	Yes	
	Yes	ISO	Yes	

6.8 Does the University/ Autonomous College declares 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?

- University has introduced semester system
- B. Sc I exams are conducted by college.

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

- Not Applicable

6.11 Activities and support from the Alumni Association

- Alumni meet by every department.
- Alumni association actively participates in the programmes and events in the college.
- Active role of alumni representative in IQAC and CDC of the institute.

6.12 Activities and support from the Parent – Teacher Association

- To arrange the Parent-Teacher Meet annually and discuss the ward's problems and academic progress.

#### 6.13 Development programmes for support staff

- Organisation of workshop for non teaching staff.

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

- Committee for college beautification.
- Plastic free campus
- Solar panels at the hostels
- Awareness programmes
- Green audit conducted.

## 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.

Adopted online admission process to have transparency

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

Plan of action	Achievements
<b>Academic</b> <ul style="list-style-type: none"><li>• Conduction of Certificate courses</li></ul>	<b>Academic</b> <ul style="list-style-type: none"><li>• 07 new certificate courses started in from July 2017</li></ul>
<b>Infrastructure</b> <ul style="list-style-type: none"><li>• Construction of study cum class room for MPSC centre</li><li>• Construction of separate toilet block</li><li>• Beautification of campus</li></ul>	<b>Infrastructure</b> <ul style="list-style-type: none"><li>• Construction of ICT enabled study cum class room was completed for civil service aspirants</li><li>• Construction of separate toilet block was completed</li><li>• College campus improved by planting new trees and with proper labelling. Botanical garden enriched by planting RET and succulent plants</li></ul>
<b>Research</b> <ul style="list-style-type: none"><li>• Organisation of Seminars / Conferences</li><li>• Submit the proposals for Major and Minor research projects to UGC, DST etc.</li></ul>	<b>Conferences /seminars organised</b> <ul style="list-style-type: none"><li>• 01 National, 02 State level conferences were organized</li><li>• 01 Major Research proposal submitted to DST SERB and 5 Minor research project proposals submitted to UGC</li></ul>
<b>Teaching - Learning</b> <ul style="list-style-type: none"><li>• Up gradation of teaching &amp; learning facilities.</li></ul>	<ul style="list-style-type: none"><li>• Two Audiovisual class rooms are developed along with installation of LCD projectors in 04 classrooms</li></ul>

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

Refer **Annexure III** for the details.

#### 7.4 Contribution to environmental awareness / protection

- Installation of Solar panel lamps and solar water heaters for hostels, conversion of organic waste to vermicompost.
- Conservation of RET plants in botanic garden
- Organization of lectures related to environmental conservation
- NSS and NCC are engaged in plantation and cleanliness drives.
- Plantation drives on anniversaries of founder members and managing council members

#### 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**

- Accreditation at 'B++' grade with CGPA 2.82 in the year 2017 by NAAC
- DST-FIST sponsored college
- Certified with ISO 9001-2015
- Leading Institute providing Education to the downtrodden and poor students
- Devoted teaching and non-teaching staff.
- Comparatively, college result is consistently better than university result
- Impressive infrastructure with spacious well ventilated and illuminated classrooms.
- Well equipped separate laboratories for each subject with internet / Wi-Fi connectivity.
- Classrooms with visualiser, smart board, LCD projector, computer and amplifier.
- Acoustically equipped auditorium and seminar hall.
- Library with good collection of books, periodicals, e-books, e-journals.

##### **Weaknesses :**

- Almost 50% of total sanctioned posts are vacant at present which are filled on contract basis, it affects teaching and research activity
- Few classrooms have ICT facilities.
- Only few departments have national and international collaborations.

##### **Opportunities**

- Scope for new skill development and vocational courses.
- To procure more funds for research projects.
- To strengthen the academia-industry linkages.

**Challenges**

- Financial self sufficiency
- Generation of resources for up-gradation of infrastructure
- Reducing trend of students for having admissions in traditional degree programmes
- Low placement

**8. Plans of institution for next year – Plan for the year 2018-19****Plan of action****I. Academic :**

- Initiation of PG courses in Mathametics
- To establish research centres in Botany and Marathi
- Initiation of skill oriented courses
- Continuation of Short term courses
- To start third division of F. Y. B. Sc.

**II. Infrastructure**

- Complition of construction work of separate toilet block
- Construction of new classroom building
- Beautification of campus

**III. Research :**

- Establishment of research centre in Botany and Marathi
- Organisation of International/National Seminars /Conferences/Workshops etc.
- Submit the proposals for Major and Minor research projects to various funding bodies.

**IV. Teaching-Learning**

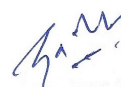
- Establishment of MoUs with insitutions and agro-industries for student, faculty exchange and collaborative activities.

**V. Other :**

- To arrange for campus drives

Name – **Dr. Nilesh V. Malpure**

Signature of the Coordinator, IQAC

Name - **Dr. D. P. Gadhe**

Signature of the Chairperson, IQAC



**S.S.G.M. SCIENCE, GAUTAM ARTS &  
SANJIVANI COMMERCE COLLEGE, KOPARGAON**

**Dist. Ahmednagar**

**ACADEMIC CALENDAR FIRST TERM 15/06/2017 TO 18/10/2017**

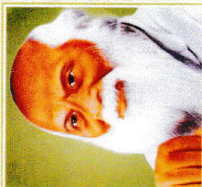
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● Total Working days : 103

- Change in the schedule due to unavoidable circumstances will be notified in advance.

● Principal (S.S.G.M. College, Kopergaon)





# Rayat Shikshan Sanstha's

**S.S.G.M. SCIENCE, GAUTAM ARTS &  
SANJIVANI COMMERCE COLLEGE, KOPARGAON**

**Dist. Ahmednagar**

**ACADEMIC CALENDER SECOND TERM 13/11/2017 TO 30/04/2018**

[illegible]

### **Analysis of student Feedback**

The student's feedback on Curriculum, infrastructure, teacher was collected from students of all the UG and PG classes. In the annual planning college has framed a special feedback committee to assess the performance of teachers as well as of the college. In order to ensure fair assessment of teacher, feedback is taken from 10% students of each class. The feedback on teachers performance and about college was taken from UG and PG classes in the month of February of every academic year. The feedback on teachers performance is taken in the structured form which included different parameters like subject knowledge, communication skill, sincerity, encouragement, regularity, punctuality, timely compilation of syllabus, use of ICT, class control etc.

The student feedback about college includes cooperation of office and library staff, availability and accessibility of online resources, internet, and prescribed / reading books in the library, condition of equipment in the lab, facility of separate common rooms for girls and boys, maintenance of toilets / washrooms, maintenance of classrooms, green and eco-friendly campus, availability of clean and filtered drinking water, availability of the classrooms / buildings for disabled students, functioning of the placement cell and adequate power supply in campus.

The feedback forms were collected from students and were analyzed giving grades like 'A' (Very good), 'B' (Good), 'C' (Satisfactory), 'D' (Unsatisfactory). This procedure was used to assess each teacher and the college. The grade points given by the students for respective grade were counted and based on the same percentage was calculated.

#### **A] Statistics of student feedback on teacher's performance:**

In the academic year 2017-2018 there were 81.92 % of teaching faculty who obtained 'A' grade and 18.07% who got 'B' grade.

#### **B] Statistics of student feedback about college:**

In the statistics college has got 57.69 % 'A', 30.76 % 'B', 7.69 % 'C' and 1.92 % 'D' grade by the student.

Above report of feedback indicates that the teaching faculty of the college is sufficiently competent and the potential of the college is adequate to cope with the changing national and global trends.



## **Best Practices**

### **Best Practice I:**

#### **1. Title of the practice: Teacher at your Door**

#### **2. Goals:**

To foster and promote cordial relationship among the parents, teachers and students to facilitate parental participation in the college.

Objectives:

- To help, guide and participate in various developmental activities of the college.
- To institute scholarship/awards for deserving students.
- To reduce the dropout rate and providing solutions and assistance to the students.
- Organizing parent teacher meet.

#### **3. The Context:**

Parent teacher association consists of parents, students and teachers. Teacher is the parent of the student. In rural areas, parents are unaware of the changing scenario. They find difficult to take decision and make adjustments to different situations they come across. The teacher parent visits pupils home and share strengths, weaknesses as well as challenges with positive attitude. This practice has proved to be helpful and create a healthy atmosphere among the stakeholders outside and inside the college.

#### **4. The Practice:**

Parent Teacher Association is functional in the college. The team of the association is assigned the responsibility of assigning the students to the respective teacher guardian every year. Through the consultation of the management and principal annual plan is chocked out. The ratio of the student to teacher is from 15 to 20 as per the strength of the faculty available in the department.

Different activities are practiced under this association.

#### **Visit of the Teacher at your door:**

Parents are busy in their professional works. They do not find time to visit the college and take interest in child's progress. Majority of the parents are illiterate and residing in rural areas. The parent teacher after teaching hours or on Sundays visits their wards house. Here starts communication through-out the year which is the key of success. The teacher interacts with the

family member and shows them the progress report of the students. Students do better in college when their parent or guardian is involved. Time to time information is given to the parents. Twice in a year parent teacher visit wards house. Parents can understand individual academic strengths and weaknesses.

#### **Parent teacher Meet:**

Annually parent teacher meet is conducted. The information of the meeting is given to the parents by the assigned parent teacher. The president of the meeting is the chairman of the local managing committee. A brief review of the student's progress is submitted before the meeting to the chairman by the principal. The parent teacher, parent and students individually interviewed and suggestions are given to them. Parents also present their views in the meeting.

The parents can play the role by supporting teachers and students, that students are treated in accordance with the ethos of the college.

#### **5. Evidence of Success:**

- Helped to decrease dropout rate of students from higher education.
- Helped to solve the problems experienced by students and teacher in the college.
- It has developed a platform for the teachers and parents with the opportunity to develop mutual trust and confidence.
- Helped to identify strength and weaknesses of student and accordingly worked out for their success.
- Helped to develop self-respect discipline and inculcate value education.

#### **6. Problems encountered and resources:**

- Fear amongst students
- Time constraint.

#### **Best Practice II:**

##### **1. Title of the Practice: Earn and Learn Scheme**

##### **2. Goals:**

- Involve the students in management and development of the institution.
- Give students hands on experience and thereby prepare them better for taking up jobs in future.
- To develop dignity of labour among students
- To help financially economically weaker students
- To build work culture among students

##### **3. The Context:**

Majority of the students coming to our college are from rural area. It is observed that due to financial weakness, it is difficult for them to pursue a programme. Hence, the said practice addresses this issue to enable students to continue their education. Objective of the scheme is to develop a student as a multifaceted personality with academic excellence and a commitment to an egalitarian society. It inculcates in the student the idea that no work is big or small and develops a work culture with the right aptitude.

#### **4. The Practice:**

Earn and learn scheme is a unique feature of Rayat Shikshan Santha founded by Dr. Karmaveer Bhaurao Patil. Economically needy students enrolled under the scheme are given the following types of work namely-That increase their skills in areas of their study, office work, technical work and field work. However when the distribution of work is given it is seen that all students get equal opportunity to get all different kinds of work and that each student gets eighty percent of technical work and twenty percent of fieldwork. Office work includes working at the Library or any other office of the college for which they are paid the remuneration.

#### **5. Evidence of Success:**

It has been functioning quite successfully for the last so many years. Based on the evolution of data collection, it has been found that the practice has turned out to be a success. During academic year the amount of 4,60,710/- has been utilized for paying remuneration to 62 needy students who learnt while they earned.

#### **6. Problems encountered and resources:**

Students demand for the said practice is more. To meet their demands, college requires additional fund.