

Annual Quality Assurance Report

(2013-2014)

Submitted by,
Internal Quality Assurance Cell
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 (NAAC)
Bangalore

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

2013-14

I. Details of the Institution

1.1 Name of the Institution

**Rayat Shikshan Sanstha's
Shri Sadguru Gangageer Maharaj Science, Gautam Arts &
Sanjivani Commerce College, Kopargaon.**

1.2 Address Line 1

Kopargaon

Address Line 2

Dist: Ahmednagar

City/Town

Kopargaon

State

Maharashtra

Pin Code

423 601

Institution e-mail address

ssgmcoll.kop@gmail.com

Contact Nos.

02423-223155, 223755

Name of the Head of the
Institution:

Prin. Dr. K.P. Kakde

Tel. No. with STD Code:

02423-223155

Mobile:

09730587831

Name of the IQAC Co-ordinator:

Dr. Sharad N. Shelke

Mobile:

08888199853

IQAC e-mail address:

snshelke@yahoo.co.in

1.3 NAAC Track ID (For ex. MHC0GN 18879)

OR

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/51/RAR/44 dated 31-12-2009

1.5 Website address:

www.ssgmcollege.edu.in

Web-link of the AQAR:

www.ssgmcollege.edu.in/IQAC/AQAR2013-14.pdf

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+		2003	5 years
2	2 nd Cycle	B	2.61	2009	5 years
3	3 rd Cycle				
4	4 th 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 2010-11 submitted to NAAC on _____ (DD/MM/YYYY)
- ii. AQAR 2011-12 submitted to NAAC on 05/04/2013
- iii. AQAR 2012-13 submitted to NAAC on 02/01/2014
- iv. AQAR 2013-14 submitted to NAAC on 25/04/2015

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 (M.S.), India**

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

Autonomy by State/Central Govt. / University

No

University with Potential for Excellence

No

UGC-CPE

No

DST Star Scheme

No

UGC-CE

No

UGC-Special Assistance Programme

Yes

DST-FIST

Yes

UGC-Innovative PG programmes

Yes

Any other (*Specify*)

-

UGC-COP Programmes

Yes

2. IQAC Composition and Activities

2.1 No. of Teachers

09

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

01

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and
community representatives

01

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

01

2.9 Total No. of members

16

2.10 No. of IQAC meetings held

02

2.11 No. of meetings with various stakeholders:

No.

14

Faculty

04

Non-Teaching Staff Students

04

Alumni

02

Others

04

2.12 Has IQAC received any funding from UGC during the year? Yes

☒

No

☐

If yes, mention the amount

Rs. 3, 00, 000

2.13 Seminars and Conferences (only quality related)

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

Total Nos.

02

International

0

National

0

State

0

Institution Level

02

(ii) Themes

Credit systems / skill based courses for P.G. programmes

2.14 Significant Activities and contributions made by IQAC

- To increase academic flexibility by starting UG and PG programmes.
- To motivate the faculties to publish the research article in refereed journals.
- Submitting proposal to DST for FIST.
- Improving library facilities and regular follow-up.
- Establishing language laboratory for English.
- Initiations of process signing MOUs with colleges.
- Organizing state level seminar.
- Fund generations' initiatives through minor/major projects.
- Coordinate the purchase of scientific equipment for various departments.
- Coordination of purchase of teaching aids through UGC grants.

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
1) To start UG and PG programmes. 2) Target of 1-5 publications in the referred journals. 3) Organise 1 National level seminar. 4) Fund generation through projects 5) To apply for DST-FIST 6) Establishment of English language lab. 7) Upgradation of science laboratory. 8) Upgradation of teaching & learning facilities.	1) M.Sc. (Botany) and B.A. (Pol. Science) were started. 2) There were 42 publications during this year. 3) One national level seminar was organised by commerce department. 4) Two MRP worth Rs. 2, 45, 000/- were sanctioned from UGC. 5) Grant Rs. 70 Lakh was sanctioned under DST-FIST. 6) English language lab. was established by spending amount of Rs. 20 lakhs. 7) Scientific equipments of Rs. 18 lakhs were purchased. 8) Teaching aids of Rs. 15 lakhs were purchased.

* Attach the Academic Calendar of the year as Annexure. – Attached 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 was placed in statutory body for approval and it has been approved.

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	02			
PG	08			
UG	14			
PG Diploma	01			
Advanced Diploma	-			
Diploma	-			
Certificate	01			
Others	-			
Total				
Interdisciplinary	- -	01		
Innovative	- -	01		

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	✓
Trimester	
Annual	✓

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*

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

After every five years by BOS, SPPU, Pune

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

B.A. Political Science, M.Sc. (Botany)

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
43 (38+5)	17	26	0	0

2.2 No. of permanent faculty with Ph.D.

11

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
17	11	26	0	0	0	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

--

07

25

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	5	24	22
Presented papers	11	68	07
Resource Persons	--	--	--

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

Teaching and learning process has been enhanced by ICT particularly by using animation.

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

194

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

Credit system For P.G. Classes

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

08

2.10 Average percentage of attendance of students

70 %

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.	160	111	09.90	41.44	39.63	09.00	69.37	56.16
B.Com.	235	197	09.13	41.62	39.08	10.15	83.82	58.10
B.Sc.	187	128	44.50	48.43	07.03	-	68.44	54.46
B.B.A.	46	42	07.14	35.71	35.71	21.42	91.30	79.45
Postgraduate programmes (Part-II)								
M.A. (Marathi)	14	11	27.27	72.72	--	--	78.57	72.00
M.A.(Hindi)	18	17	--	29.41	70.58	--	94.44	72.00
M.A.(English)	17	13	--	23.07	69.23	07.69	76.47	72.00
M.A.(Economics)	32	23	04.34	56.52	39.60	--	71.87	72.00
M.A. (Geography)	22	19	--	52.63	47.36	--	86.36	80.64
M.Com.	85	81	04.03	49.38	40.74	04.93	95.29	58.00
M.Sc.(Org. Chem.)	24	23	04.34	78.26	17.39	--	95.83	42.71
M.Sc.(Ana. Chem.)	20	12	--	25.00	75.00	--	60.00	42.71
M.Sc. (Physics)	19	19	42.10	57.89	--	--	100.00	66.13

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

- IQAC monitors TLE process in following manners
- Teaching is planned by using academic calendar,
- Teaching plan for each semester, lecture notes and syllabus completion report
- Evaluation by home assignment, project work, unit tests.
- Feedback from students and academic results.

2.13 Initiatives undertaken towards faculty development

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

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	58	36	-	11
Technical Staff	43	11	-	25

Criterion – III

3. Research, Consultancy and Extension

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

IQAC promotes & motivates faculty take the research projects and also procure research grant from various agencies such as UGC, DST, BCUD University. Students are also motivated and accommodated in the research project. For enhancing the research activities in the college we have given the research project to the B.SC. & M.Sc. Students. Students also motivated to participate in “Avishkar Competitions” organised by SP Pune University.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				03
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	03	02	-
Outlay in Rs. Lakhs	1,65,000	5,10,000	2,45,000	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	14	28	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	27	-

3.5 Details on Impact factor of publications:

Range **09** Average **06** h-index **01** 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	2013-14	UGC	2,80,000	1,65,000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College	2013-14	BCUD, SPPU, Pune	2,30,000	1,15,000
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

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
-	-	-	-	-	-	-

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

3

10

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

5

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 - State level -
National level - International level -

3.22 No. of students participated in NCC events:

University level 70 State level 26
National level 5 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 1 State level 2
National level 4 International level -

3.25 No. of Extension activities organized

University forum 04 College forum 07
NCC 06 NSS 05 Any other -

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

- Two Days workshop on Disaster Management
- Right to vote election campaign
- Create water awareness about water conservation.
- NSS annual camp.

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 Acres	0	Management	22 Acres
Class rooms	53	0	Management	53
Laboratories	27	0	Management	27
Seminar Halls	1	0	Management	1
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	03	UGC	03
Value of the equipment purchased during the year (Rs.)	-	15,82,773	UGC	15,82,773
Others	-	-	-	-

4.2 Computerization of administration and library

❖ Computerization of Library-

Computer-11, Scanner- 02, Printer-03, Software-01 (Lib Man), OPAC for students.

❖ Computerization of Administration -

Computer-18, Scanner-02, Printer-09, Pinter with Scanner-02, Laptop-01, Fax machine- 01, Xerox Machine-06, Biometric- 03, Modem- 02, Projector- 02, LAN Switch-02, Cash Counter- 01, CCTV
(Preventive maintenance was done for all the computers in the Library and Administrative departments)

4.3 Library services:

	Existing		Newly added 2013-14		Total	
	No.	Value	No.	Value	No.	Value
Text Books	36018	18,65,348	1102	17,720	7557	14,50,458
Reference Books	75040	83,17,368	706	2,50,081	13316	1,62,91,494
Journals	461	47,30,620	49	28,260	506	47,60,510
Periodicals	536	1,11,358	55	10,520	588	1,22,638
e-Books	1620	54,000	540	18,000	2160	72,000
e-Journals	834		278		1112	
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	138	07	All	07	01	1	15	-
Added	15	01	0	01	0	0	0	-
Total	153	08	All	08	01	1	15	-

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

- 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 handling 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	4.53149
ii) Campus Infrastructure and facilities	29.95133
iii) Equipments	4.83846
iv) Others	3.79017
Total:	43.11145

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Student support services are conveyed through Teacher-Parent scheme, college prospectus and also through notice board. SC/ST/OBC Students Scholarship and Freeship, Earn and Learn Scheme, Reservation, Fees Instalments, Differently Abled, Skill Development programme, College Magazine, Remedial Classes, Industrial Visits.

5.2 Efforts made by the institution for tracking the progression

- Feedback by students.
- Suggestion box,
- Result Evaluation,

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2428	612	10	--

(b) No. of students outside the state

--

(c) No. of international students

--

	No	%
Men	1599	52.42

	No	%
Women	1451	47.57

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1548	379	79	898	03	2907	1759	352	77	857	05	3050

Demand ratio **1:1.28**

Dropout: 1 %

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

- Competitive examination guidance center is providing coaching for competitive examinations, such as state services examination, railway, banking and NET/SET exam coaching.
- More than 119 students have registered in the academic year.
- Lecture series were organized (60) throughout the year.
- On the background of pre-exam of State service, Prerna exam was conducted in 2014. 306 students of the college were participated in this exam.
- No. of students beneficiaries

119

5.5 No. of students qualified in these examinations

NET	02	SET/SLET	04	GATE	--	CAT	--
IAS/IPS etc	--	State PSC	--	UPSC	--	Others	09

5.6 Details of student counselling and career guidance

- Lecture series were organized throughout the year regarding various competitive exams.
- More than 100 students give admission

No. of students benefitted

5.7 Details of campus placement

161

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	24	03	52

5.8 Details of gender sensitization programmes

Gender sensitization programme is conducted regularly, such as orientation programme for girls' students.

5.9 Students Activities

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

State/ University level	17	National level	02	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 (Rs.)
Financial support from institution	174	219150
Financial support from government	1106	10460500
Financial support from other sources	--	--
Number of students who received International/ National recognitions	--	--

5.11 Student organised / initiatives: Nil

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 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 context.

6.2 Does the Institution has a management Information System

Yes. Management Information System is established in the college for better performance. It is presently used for Database of Students. MIS is also used for Administrative processes including finance- Network through Software's like Tally.

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

6.3.1 Curriculum Development

- Active participation of Teachers in framing of new curricula for various undergraduate and post graduate programmes.
- Value addition in curricula and efforts to go beyond the prescribed curriculum.

6.3.2 Teaching and Learning

- Effective teaching using ICT methods as well as conventional methods.
- Students mentoring through Teacher-parent scheme.
- To enrich teaching learning process field based studies, projects, seminar by student and group discussion, etc are used.

6.3.3 Examination and Evaluation

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

6.3.4 Research and Development

- The college has a Research Committee to motivate the teacher to undertake research.
- The college also 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

Physical Infrastructure

College has sufficient infrastructure including Principals cabin, Administrative block, Head's chambers, Meeting rooms, Office, Class rooms, Boys common rooms, Girls common rooms, Guest house, Boy's & Girls hostels, Computer lab, Botanic garden, Research Laboratory, Library, Internet facility in the entire campus.

Library

Addition of different type of literature to the library for the year is as follows: Text books - 1102, Reference Books - 706, e-books - 540, Journals – 49, periodicals - 55, e-Journals – 278.

ICT Infrastructure

LCD projectors, Desktops, Laptops, printers, Internet switches, Dot matrix printers, UPS, Power Generator, application software and systems software's

Sports

The college has several sports facilities like Gym. Hall, Running track, Play grounds, carom boards, chess boards, badminton kits, cricket kit, volleyball, football, etc. are available.

Instrumentation

Chemistry department have instrumentation facility such as, FTIR and UV.

6.3.6 Human Resource Management

- HRM includes: Time and Attendance, Performance Appraisal (UGC-PBAS proform), Performance record.
- An appointment of teaching and non-teaching staff is done by the parent institution. Proper care is taken in the selection process for keeping quality in the appointments.
- Staff is sent for various types of training programme and workshops, orientation and refresher programmes for enhancing their competence.

6.3.7 Faculty and Staff recruitment

Recruitment of Faculty is as per State Government and Savitribai Phule Pune University regulations.

6.3.8 Industry Interaction / Collaboration

Industry interaction is done through “Industrial visit” by various departments.

6.3.9 Admission of Students

- Counselling to students to choose appropriate choice/ combination of subjects at the time of admission.
- The admissions of students are taken strictly on merit basis.

6.4 Welfare schemes for

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

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) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes		Yes	
Administrative	Yes	Kirtane & Pandit Chartered Accountants, Pune	Yes	Rayat Shikshan Sanstha, Satara

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?

Not Applicable

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

Not Applicable

6.11 Activities and support from the Alumni Association

Alumni Associations Support poor students of the College.

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

Training for support staff is given from time to time.

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

Tree plantation has been done to make the college campus green.

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.

- 1) Project on skill development was given to the student.
- 2) Innovative programme, P.G. Diploma in Green Chemistry has started.
- 3) IQAC has taken constituent efforts to improve TLE process, enhancement in research
- 4) Activity and to mobiles resources.

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	Action Taken
<ol style="list-style-type: none">1) To start UG and PG programmes.2) Target of 1-5 publications in the referred journals.3) Organise 1 state level seminar.4) Fund generation through projects5) To apply for DST-FIST6) Establishment of English language lab.7) Upgradation of science laboratory.8) Upgradation of teaching & learning facilities.	<ol style="list-style-type: none">1) M.Sc. (Botany) and B.A. (Pol. Science) were started.2) There were 42 publications during this year.3) One national level seminar was organised by commerce department.4) Two MRP worth Rs. 2, 45, 000/- were sanctioned from UGC.5) Grant Rs. 70 Lakh was sanctioned under DST-FIST.6) English language lab. was established by spending amount of Rs. 20 lakhs.7) Scientific equipments of Rs. 18 lakhs were purchased.8) Teaching aids of Rs. 15 lakhs were purchased.

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

1) Quality Improvement Scheme/ Programme:

Every teacher is allotted around 25 students and is grouped into slow learners & Advance learners under his Guardianship. Parent-teacher meets parent of student at their homes at different interval & discuss the progress of student with them & if any problem arises suggest solutions for solving the problem of student. The scheme helps teacher to remain in touch with these students which results enhancement in quality of student.

2) Teacher Guardian Parent Meet:

At the end of term/year there is Teacher-guardian, Parent & Student's meet with Management in which teacher puts students' progress report before Management & parents of student in the meet. Suggestions are given to their problems.

3) Research Publication:

College publishes a research proceeding in ISBN Journal in which Research papers are published which gives motivation to the faculties in research & innovation in the subject.

****Provide the details in annexure: Attached Annexure-ii and iii***

7.4 Contribution to environmental awareness / protection

- 1) Plantation Programme: Every Year College takes a plantation programme.
- 2) Environmental Studies - A Compulsory Course for all students.
- 3) Green and clean campus.

7.5 Whether environmental audit was conducted? Yes ☐ No ☒

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

College has an Analysis Committee which takes cognizance about Strength and Weakness of the college & suggests the probable solutions to management to overcome the weaknesses & to convert into strength.

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

- i) Preparation and Submission of Self Study Report to NAAC for Assessment and Accreditation.
- ii) Identify more “Best Practices” and institutionalize them.
- iii) Focus on ‘Student Centric’ activities to enhance their skills

Name: Dr. S. N. Shelke

Name Prin. Dr. K. P. Kakade

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure-i

Academic Calendar for the 2013-2014

Term I

Week/Month	Activity
15 th June 2013	Date of commencement of First Term
24 th June, 2013	Commencement of F.Y. B. Sc, S. Y. B. Sc. And S.Y.B.A. Classes
24 th June, 2013	Teaching Begins for the First Term
28 th June, 2013	Commencement of F.Y.B.A. Classes
1 st July 2013	Commencement of T. Y. B. A.,B. Sc. and PG Classes
3 rd Week of July 2013	Internal Test- I (B.Sc.)
3 rd and 4 th Week of August 2013	Student Feedback on Teaching
1 st Week of September 2013	Internal Test- II (B.Sc.)
4 th week of October, 2013	Submission of Academic Audit Report for First Term
4th and 5th Week of October, 2013	Internal/ Term End Exam for the First Term (B.A.)
31 st October 2013	Date of Conclusion of First Term

Term II

Week/Month	Activity
26 th November, 2013	Date of commencement of Second Term Teaching
3 rd week of January 2014	Internal Test- I (B.Sc.)
3 rd and 4 th week of January, 2014	Student Feedback on Teaching
3 rd week of February, 2014	Internal Test- II (B.Sc.)
2 nd Week of April, 2014	Submission of Academic Audit Report for Second Term
31 st October 2013	Date of Conclusion of First Term

Post Graduate

Date of commencement of First Term	1 st July, 2013
Date of Conclusion of Term I	14 th December, 2013
Date of Commencement of Term II	1 st January, 2014
Date of Conclusion of Term I	15 th May, 2014

Note:

1. The Dates of Commencement of First Term and Second Term for Undergraduate and Post Graduate Courses have been declared by the University of Pune vide Circular No. 124 and 125 of 2013-2014 dated 31st May, 2013.
2. The Principal can make necessary changes in the Academic Calendar as per requirement.

Working / Teaching Days
2013-2014

Month	Sundays	Holidays	Working Days	Teaching Days	Total Days
June	05	12	13	06	30
July	04	00	27	27	31
August	04	02	26	25	31
September	05	02	25	24	30
October	04	02	25	15	31
November	04	21	05	05	30
December	05	01	25	20	31
January	04	02	27	26	31
February	04	01	22	22	28
March	05	01	24	24	31
April	04	01	24	00	30
May	04	27	00	00	31
Total	52	72	243	194	365

Note: The above tables indicate only a calculation of available working and teaching days, as per UGC / University guidelines. However, they are subject to change with respect to details as per the guidelines.

Annexure-ii

Best Practice for the 2013-2014

Best Practice I: Proactive and Significant Role of Parent–teacher Scheme:

1. **Title of the Practice:** Proactive and significant Role of Parent-teacher Scheme. Teachers have played proactive role in identifying the needs and social status of the students. SSGM College being a leading institute, teachers have provided appreciable inputs in many ways in this process.

2. **Goal:** The aim of this practise involves in enhancement of Academic results and develops a bridge among the stakeholders.

3. **The Context:** This Best Practice is been followed by the College teachers for several years. The management plays a vital role to support the scheme.

4. **The Practice:** The LMC discusses the strategy of the scheme. The action plan of the scheme is given to head of the department for further implementation .The HOD's in the departmental meeting allocates the students of the department as per the ratio. Every parent-teacher conducts an informed meet with the students. In these meet the gathers all the information such as his family background, economical status, goals, academic status like a parent. The students also feel free to speak with the teacher. The teacher counselling gives guidance in resolving personal or psychological problems.

The students are also grouped into slow learners and progressive learners. The parent-teacher at least visits twice in a year to the homes. A different kind of relation is development and the students give respects to the teachers. The parent's also feel free to talk face to face and afterwards through electronic-media. The parent teacher maintains track record of the pupils. At the end of the academic tear one parent-teacher-students management meet is organised faculty wise. The management and principal are gives suggestion to the students. The results are praise worthy.

5. Evidence of Success:

- i. Enhancement in academic results.
- ii. Career guidance to the pupils.
- iii. Life-time relationship to the pupils.
- iv. A sense of rapport and team-building.
- v. Including the value of dignity of labour.

6. Problems Encountered and Resources Required: There were no problems encountered. Physical facilities in the form of Seminar/ Audio-Visual Halls and ICT support is provided by the College. Local hospitality is also provided and arrangements are done at departmental level.

7. Notes (Optional): Nil

Annexure-iii

Best Practice I: Contribution of students to society through NSS

1. Title of the Practice: The College has a NSS unit to promote a sense of social justice and good citizenship amongst the students.

2. Goal: To understand community and identify the needs and problems of the community and involve them in problem solving process.

3. The context: The NSS unit organizes AIDS awareness programme and blood donation drives. Volunteers participate in cleaning drive in villages along with villagers. Through NSS, volunteers learn the principles of unity, participation, discipline, service and achievement. Volunteers develop qualities of leadership by discovering hidden potential. It emphasizes dignity of labour and self-help and the need for combining physical work with intellectual pursuits. It also encourages volunteers to participate enthusiastically in the process of national development and promote national integration, through corporate living and cooperative action.

4. The Practice: The volunteers enrolled is put in at least 120 hours of social work in a year for a continues period of two years that is 240 hours in two years, on different programmes and should be fully acknowledge with the objective of NSS. Out of the 120 hours of service by each volunteer 20 hours are spent for pre-placement orientation programme. The regular activities for volunteers involve cleaning, weeding, watering, and other activities for 2 hours on Sunday and other holidays. College conducts tree plantation programmes on special days like anniversaries, birthdays of eminent personalities of RayatShikshanSanstha. This activity is fully done with the help of NSS volunteers and these volunteers take the entire after plantation care. Special camps are organized at adopted village for the tenure of three years. The camp is for the duration of seven days. It involves identification of local leaders, discussion regarding the problems at the village and then with their help the problems are solved to some extent. Volunteers organize number of programmes like sanitation drive, health care, clean India mission, adult and primary education, etc. Tree plantation programme is conducted at various location of adopted village.

5. Evidence of success: The success is seen in the form of personality development of volunteers. Volunteers also develop self-confidence by interacting local communities. Success is also seen through the mouth publicity and publication in newspapers of different activities carried out by NSS volunteers at adopted villages.

6. Problems encountered and resources required: The problems encountered are related to financial assistance to certain extent, accommodation at adopted village during special camps.

7. Notes: NIL