The Annual Quality Assurance Report (AQAR) of the IQAC

FOR YEAR 2013-14

Part – A

1. Details of the Institution

1.1 Name of the Institution

> JSM's Arts, Commerce & Science College, Shivle

1.2 Address Line 1

> Gandhi Camp Shivle

Address Line 2

> Gandhi Camp Shivle, Tal: Murbad
> Dist: Thane

City/Town

> Murbad, Thane

State

> Maharashtra

Pin Code

> 421401

Institution e-mail address

> shivlecollege@rediffmail.com

Contact Nos.

> 02524-247025

Name of the Head of the Institution:

> Dr. S. M. Patil

Tel. No. with STD Code:

> 02524-247025

Mobile-

> 7588311824 / 9221285104

Name of the IQAC Co-ordinator:

> Pramod Balkrishna Patil

Mobile:

> 9270701121

IQAC e-mail address:

> Pbpatil1971@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)* -- MHCOGN 8830

1.4 **NAAC Executive Committee No. & Date:**   EC/54/RAR/095

1.5 Website address:

> www.janseva-acsc.com

Web-link of the AQAR: www.janseva-acsc.com/aqar.htm

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	1st Cycle	B+		2003	5 years
2	2nd Cycle	B	2.80	2011	5 years
3	3rd Cycle	-----	-----	-----	-----
4	4th Cycle	-----	-----	-----	-----

1.7 Date of Establishment of IQAC :

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Phone : 02524-247025 (Fax) : 02524-247012
E-mail : Shivlecollege@gmail.com Visit- www.janseva-acsc.com

DD/MM/YYYY
17/01/2002

1.8 AQAR for the year *(for example 2010-11)*
2013-14

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

    i.   AQAR 2010-11 submitted to NAAC on 01/08/2011
   ii.   AQAR 2011-12 submitted to NAAC on 27/09/2012 (online)
 iii.   AQAR 2012-13 submitted to NAAC on 05/05/2017.

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 [√]

(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 Financin [√]   Totally Self-financ [ ]

1.11 Type of Faculty/Programme

Arts [√] Science [√] Commerce [√] Law [ ] PEI (Phys Edu) [ ]

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

Others   (Specify)   [.   --------------------]

1.12 Name of the Affiliating University *(for the Colleges)*   [MUMBAI UNIVERSITY]

1.13 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   [08]

2.2 No. of Administrative/Technical staff   [01]

2.3 No. of students   [0]

2.4 No. of Management representatives   [01]

2.5 No. of Alumni   [01]

4

2. 6 No. of any other stakeholder and

   community representatives | 02 |

2.7 No. of Employers/ Industrialists | 00 |

2.8 No. of other External Experts | 00 |

2.9 Total No. of members | 13 |

2.10 No. of IQAC meetings held | 04 |

2.11 No. of meetings with various stakeholders: No. | 01 | Faculty | 01 |

   Non-Teaching Staff Students | 01 | Alumni | 01 | 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 | 01 |

   (ii) **Themes** - Symposia on quality improvement in administration and teaching.

2.14 Significant Activities and contributions made by IQAC

1. Counselling for First year students

2. Monitoring of all the activities of the college.

3. Provided motivation to the staff to pursue research.

4. Continuation of best practices of college.

5. Special attention to provide best services to the students.

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 celebrate this year as Silver Jubilee year of the college with conducting more activities with full energy.	1.All the departments conducted various activities focusing student centric approach.
2. To start B.M.S. course	2. Started B.M.S. course
3. To start English speaking course in association with other academic bodies.	3. Started English speaking course in association with other academic bodies.
4. Promote faculty for Major / Minor projects & M.Phil. and Ph.D. courses.	4. Proposal sent for projects to university, one minor project successfully completed by the principal funded by University. One Ph.D completed. 22 papers presented.
5. Strengthening students' participation in sports & cultural activities.	5. Students participated in sports & cultural activities at college and University level.
6. To organise seminars/ workshops and conferences on various topics.	6. Organised State level Seminar in History and Workshop on Revised Syllabus of History.
7. Promotion of ICT-enabled teaching learning.	7. 2 digital classrooms prepared.
8. To form new associations with NGOs & GOs for various activities.	8. Various programmes in Association with NGOs and GOs organised in the college and community.
9. To allow faculty to participate in Refresher / orientation courses.	9. 3 Faculties participated in Refresher courses.
10. To allow faculty to participate and presenting papers on different seminars / conferences.	10. All the faculty members attended various levels conferences / workshops / seminars.
11. Purchasing new books, subscription to new journals/periodicals.	11. Purchased new books, subscription to new journals/periodicals.

| 12. To complete the construction of new building with eight classrooms and small staff room. | 12. New building is under construction. |
| 13. Lifting and execution of more UGC grants. | 13. Utilized XII th Plan grants. |

Attach the Academic Calendar of the year as Annexure. See **Annexure- I**

2.15 Whether the AQAR was placed in statutory body   √   ☐

Management √   Syndicate ☐   Any other body ☐

Provide the details of the action taken

- Management, LMC of college and IQAC tried to execute AQAR and Master plan.

- DA/TA and Registration fees provided to faculty.

- Provided funds for Co-curricular and Curricular activities of College.

- Separate building for commerce faculty is under construction.

- B.M.S. started

- The Management allotted sufficient budget for the Academic Year.

Part – B

Criterion – I

1. Curricular Aspect

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	02	-----	02	-----
UG	05	01	03	-----
PG Diploma	-----	-----	-----	-----
Advanced	-----	-----	-----	-----

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Diploma				
Diploma	-----	-----	-----	-----
Certificate	-----	-----	-----	-----
Others	-----	-----	-----	-----
Total	07	01	05	-----

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

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

Pattern	Number of programmes
Semester	08
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. See Annexure- II

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

> University of Mumbai introduced new CBSGS exam pattern of 60/40 marks and accordingly new syllabi were prepared. Grades instead of marks are given on the mark sheets. Credits have been allotted for each subject.

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

> ---------

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
22	18	04	00	00

2.2 No. of permanent faculty with Ph.D. | 05 |

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
04	00	----	-----	-----	-----	-----	-----	04	00

2.4 No. of Guest and Visiting faculty and Temporary faculty | 08 | | 03 | | ------- |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02	07	04
Presented	04	13	05
Resource Persons	------	02	00

* Three staff members invited as Resource persons for the Workshop on syllabus.

2.6 Innovative processes adopted by the institution in Teaching and Learning:
- Use of ICT enabled teaching.
- Learner centric teaching through group discussion, interaction and presentation.
- Project work and its presentation.
- Educational excursion.
- Hands-on-training of various laboratory equipment to the students.
- Group discussion, Dramatization.

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, and Online Multiple Choice Questions)

- Credit Based Semester Grading system is introduced at UG and PG level.

- Revaluation of answer books.

- Photocopy of answer book is provided on demand.

- University has a barcoding system.

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

- Board of Study Chairman   - 01   (Economics)

- Member of syllabus Framing committee   - 02

- Workshop on syllabus   - 11 (Teachers)

2.10 Average percentage of attendance of students   80%

2.11 Course/Programme with distribution of pass percentage -

Title of the Programme	Total no. of students appeared	Division							
		0	A	B	C	D	E	TOTAL	Pass %
T.Y.B.A.	324	0	19	70	78	31	04	202	62.34
T.Y.B.Com	35	0	01	15	10	02	00	30	85.71
T.Y.B.Sc. chemistry	41	0	02	02	03	0	0	07	17.07
TYBSc comp.science	34	0	00	09	07	00	00	16	47.05
TYBSc IT	06	0	01	01	00	00	00	02	33.33
M.Sc. Comp sci.	01	00	00	00	01	00	00	01	100
M.A.	64	00	14	14	08	00	00	36	56.25

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

1. IQAC monitors Timetable and lecture schedule.

2. Feedback by the teachers and student on teaching learning process.

3. Promoting faculty for ICT enabled teaching.

4. Periodical interaction with the staff and student.

5. Oral interaction with the students on their performance.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	03
UGC – Faculty Improvement Programme	---
HRD programmes	----
Orientation programmes	00

Faculty exchange programme	---
Staff training conducted by the university	01
Staff training conducted by other institutions	00
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	16	01	---	03
Technical Staff	---	---	---	---

Criterion – III

3. Research, Consultancy and Extension

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

- Arranged lecture on Multidisciplinary approach towards research

- Continuous interaction with faculty on research promotion.

- Provided motivation for registration of Ph.D. and M.Phil. Programmes.

- Encouragement & support for publishing research papers in journals and preparation of research papers.

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	----	----	----	01
Outlay in Rs.	----	----	----	30,000 only

3.4   Details on research publications

	International	National	Others
Peer Review Journals	01	14	00
Non-Peer Review Journals	----	----	01
e-Journals	----	----	----
Conference proceedings	----	17	----

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	-----	-----	-----	-----
Interdisciplinary Projects	----	-----	-----	-----
Industry sponsored	-----	-----	-----	-----
Projects sponsored by the University/ College	01	Mumbai University	30,000/-	30,000/-
Students research projects *(other than compulsory by the University)*	-----	-----	-----	-----
Any other(Specify)	-----	-----	-----	-----
Total	-----	-----	-----	-----

3.7 No. of books published   i) With ISBN No. | 01 | Chapters in Edited Books | -- |

ii) Without ISBN No. | 00 |

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 /workshops Organized by the Institution

Level	International	National	State	University	College
Number	-----	-----	01(seminar on Freedom movement)	01 (workshop on TYBA History syllabus)	-----

Sponsoring agencies	-----	-----	UGC and College	College and university	-----

3.12 No. of faculty served as experts, chairpersons or resource persons: 05

3.13 No. of collaborations   International [ ]   National [ ]   Any other [5]

3.14 No. of linkages created during this year   [02]

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	0
	Granted	o
International	Applied	o
	Granted	o
Commercialised	Applied	o
	Granted	o

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   [01]
who are Ph. D. Guides
and students registered under them   [0]

3.19 No. of Ph.D. awarded by faculty from the Institution   [0]

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 | 15 | State | 02 | 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 | 00 | 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 | 02 | College forum | 02

NCC | | NSS | 07 | Any other | 04

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

- Tree plantation on the occasion of the World Environment Day was arranged wherein 200 trees were planted in association with the Forest Department of Murbad Tehsil.

- NSS organised many social awareness rallies in the villages nearby related to pulse polio vaccination, cleanliness, use of toilets and many other social issues.

- Dept. of Lifelong Learning and Extension conducted Economic Social Educational Survey of Women in Murbad tehsil.

- The college provides water to the needy people of the nearby villages from its bore-well especially from the month of February to June every year.

- NSS student participated in Government department (Panchayat Samiti) drive for cleanliness and constructing embankment to store water.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Total	Source of Fund	Total (Rs)
Campus area	12 acre	00	12 acre		0
Class rooms	18	04	22	management	53,32,085
Laboratories	05	01	06	management	02 Lac
Seminar Halls	01	00	01	management	00
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	79	11	90	College	39100
Value of the equipment purchased during the year (Rs. in Lakhs)	4.5	19.52	24.02	College UGC	24.02
Others	-----	-----	-----	-----	-----

4.2 Computerization of administration and library -

- The computerisation of the office work is done and computerisation of library is under process.

- Subscription for Online journals

- Computerised Issuing and Returning of Books to the Staff

- Computerised Issuing and Returning of Books for Students under process.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	7996	720269	1029	111186	9025	831455
Reference Books	15562	22156896	824	172516	16386	22329412
e-Books	8	700	N-list 6000+	5000	6000+	5700
Journals	00	00	31	19416	31	19416
e-Journals	00	00	N-list 6000+	5000	30000+	5000
Digital Database	00	00	00	00	00	00
CD & Video	62	555	02	158	64	713
Bound volumes	612	00	00	00	612	00
Atlas	09	1496	09	00	09	1496

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	97	59	All	20	01	09	13	05
Added	10+3*	00	All	10	00	00	00	03*
Total	110	59	All	30	01	09	13	08

* Laptops ** Some computers were dead and replaced.

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

1. UGC Resource Centre is available which provides Net connectivity to the staff and students.

2. Internet facility for all the student.

3. Internet for Non-teaching staff also.

4. Training to all Teaching and Non-teaching staff on use of ICT.

4.6 Amount spent on maintenance in lakhs:

Rs 41,4785

i) ICT

ii) Campus Infrastructure and facilities   Rs 21,68,55

iii) Equipments   Rs 10,63,038

iv) Others   Rs 2,77,902

Total in Rupees :   19,72,580

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Student were made aware about Silver Jubilee Year of College.

- Interactive session organised between Non-teaching and Students on office functioning and Online University process related to admission, examination and Scholarships etc.

- Orientation of F.Y. students on college facilities and activities and also about University welfare schemes.

- Counselling to the students on cleanliness of campus and drinking water.

- Students advised on library services and resources

- Students were made aware of their responsibility towards the upkeep of facilities

5.2 Efforts made by the institution for tracking the progression

- Academic progress is monitored through class test and semester exams. Feedback and suggestions are given for further academic progress.

- Discipline committee monitors behaviour and code of conducts of the students. Time to time advice given to them for their academic and personal progress.

- Students motivated & supported to participate in various co-curricular activities for their personality development.

- Students' Participation in cultural and sport activities is encourage.

- Departmental One-to-one interaction with the students on their academic standing.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1741	332	---	---

(b) No. of students outside the state

(c) No. of international students

No	%	
1005	48.49	Men

No	%	
1068	51.51	Women

Last Year (2012-13)						This Year (2013-14)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
196	126	80	1335	-----	1737	192	177	114	1590	-----	2073

Demand ratio- 1:1   Dropout % - 2.5 %

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

- Coaching for competitive exams under UGC scheme

- Competitive and Career Guidance Cell provides coaching for MPSC/UPSC and other competitive exams.

- Encouragement to join a batch of students preparing for competitive exam.

- Display of advertisements related to competitive exams and recruitments.

- Guidance for application forms.

- Books are provided to ex-students who are preparing for UPSC and MPSC exams

No. of students beneficiaries   50

5.5 No. of students qualified in these examinations

NET 02 SET/SLET 01 GATE ---- CAT ----

IAS/IPS etc ---- State PSC ---- UPSC ---- Others ----

5.6 Details of student counselling and career guidance

- Counselling on career opportunities through Competitive and carrier guidance cell

- Placement drive in association with private bank.

- Recommendation letters by principal whenever required.

No. of students benefitted   50

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
02	100	15	25

5.8 Details of gender sensitization programmes

- 51.51 % of students are Girls

- Efforts are made for their safety through counselling solving their grievances through Women Development Cell.

- Health check- up camp for Girl students and Women staff.

- Lecture and interaction was kept for girl students on Campus experience.

- Boys are advised for their modest behaviour with girls.

- Haemoglobin checking camp for girls.

5.9 Students Activities

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

State/ University level | 20 | National level | --- | International level | --- |

No. of students participated in cultural events

State/ University level | 10 | National level | --- | International level | --- |

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

Sports : State/ University level | 03 | National level | --- | International level | --- |

College level | 47 |

Cultural: State/ University level | 00 | National level | --- | International level | --- |

5.10 Scholarships and Financial Support

	Number of students	Amount in Rs
Financial support from institution	30	25,000
Financial support from government	1549	10077655
Financial support from other sources	---	---
Number of students who received International/ National recognitions	---	---

5.11   Student organised / initiatives

Fairs   : college level | 01 | National level | --- | International level | --- |

Exhibition: State/ University level | --- | National level | --- | International level | --- |

5.12   No. of social initiatives undertaken by the students

02

5.13 Major grievances of students (if any) redressed:

- There are no major grievances by the students. Issues related to Library card sorted out immediately.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision - The make the society strong through higher education by combining efforts of the teachers, students and community – "Prajwalita Dnyanmaya Pradipa."

Mission – To create healthy educational atmosphere for students to develop them as intellectual, responsible and ever ready for personal and national growth.

6.2 Does the Institution has a management Information System

   No

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

6.3.1   Curriculum Development

- University introduced credit system to each subject.

- Curriculum is developed by the Board of studies of University of Mumbai.

- Same is strictly followed by the college.

- Faculties allowed to participate in workshops on syllabi.

6.3.2   Teaching and Learning

- ICT enabled teaching is motivated.

- Book review by the students.

- Seminars, workshops, presentations for the students.

- Films based on Novels, Drama, Short stories Screened.

- Interactive and dramatic method is also used.

6.3.3 Examination and Evaluation

- New semester system with CBSGS scheme is introduced.

- Bar coding system at T.Y. level.

- College uses masking system.

- Moderation revaluation and also photocopies of assessed answer sheets provided on demand.

- Separate room for exam department is provided.

6.3.4 Research and Development-

- College encourages faculty members to apply for the minor / major research projects.

- Faculty members presented and published papers in seminars, conferences and journals.

- Principal Dr. S.M.Patil successfully completed Minor Project funded by University.

6.3.5 Library, ICT and physical infrastructure / instrumentation

ICT – New computers and printers purchased for smooth functioning of college. Internet facility for students and faculty. Installation of CCTV at selected places.

Infrastructure – Chemistry lab and first floor of commerce building constructed.

Library - New books/ journals purchased. Subscription for new online journals (INFLIBNET). Increase in students visit to the library.

6.3.6 Human Resource Management

- Guest lectures to motivate the staff.

- Employees are used effectively to complete allotted work.

- They are properly guided for their duties.

- Training for efficient functioning of the office is provided.

- Teachers are relieved for the Orientation/Refresher Courses.

- Efforts have been made contacting bus depot to increase frequency of buses in time for the students and staff.

6.3.7 Faculty and Staff recruitment

- The college follows UGC/Govt. /University norms for the recruitment of the faculty /staff.

- Staff on daily wages is employed whenever required.

6.3.8 Industry Interaction / Collaboration

- Students of the Commerce, B.M.S. and Science are taken on industrial visits for their academic experience.

- Industrial authorities have been invited for the interaction with students.

6.3.9 Admission of Students

- Prospectus of the college shows information related to admission, Courses, scholarships, subjects offered and other activities of college.

- Display of banners related to admission process at main places of tehsil.

- Admission is given on merit basis.

- Admission fee is minimum.

- University and Govt. rules have been followed for the admission.

- Admission committee of teachers and non-teaching is formed.

- Admission procedure displayed on notice board.

6.4 Welfare schemes for

Teaching	1.Janseva employees credit society provides loans 2. College provides advance to the staff.

Non teaching	1.Janseva employees credit society provides loans 2. College provides advance to the staff.
Students	1.Government scholarships 2.Fee concession by college

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	No	----	No	----
Administrative	No	----	No	----

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?

- College has exam committee to conduct FY and SY exams on behalf of University.

- TY and PG exams have been conducted by the university itself.

- Online question paper from University 1 hour before exam time.

- College has provided separate confidential room for exam.

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

- University encourages for the autonomy.

6.11 Activities and support from the Alumni Association

- Alumni Association supports the college to organise programs in the college

- Alumni Associations meeting was held on 27th October 2013 alumni meet was held ,500 ex-students attended meeting.

6.12 Activities and support from the Parent – Teacher Association

Parent-Teachers meeting was arranged for the science students. Students' progress was communicated to their parents. Parents extended their support for execution of the action plan

6.13 Development programmes for support staff

- Training to Non-teaching staff on office work.

- Motivated for further academic and administrative growth.

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

- Display of posters on 'Environmental Awareness' by NSS volunteers.

- Promotes eco-friendly atmosphere in the campus.

- Tree plantation in the campus through NSS.

- Campus cleaning by the NSS volunteers.

- Counselling on minimum use of plastic in the campus.

- 'Street play' on awareness about environment was presented by NSS and PEC volunteers.

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.
- Roll numbers to the student are given at the time of admission which enabled efficiency in keeping attendance of the students.

- Roll numbers are used as exam seat numbers which facilitates smooth functioning of exam and result work.

- Computerised I-cards with digital image have provided.

- Counselling for the admission, subject choices and importance of attendance – its rules and regulations made the process smooth and effective.

- Musical program called 'Shrawan Barsat' was held to welcome first year student of the college.

- Interactive session with student was arranged to communicate functioning, facilities and services of the college. Responsibilities of the college towards student and vice versa communicated.

- Various associations like Literally Associations, Science Forum, Commerce Forum conducted various programmes to achieve set goals and for the positive impact on the students and their personality.

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
1. To celebrate this year as Silver Jubilee year of the college with conducting more activities with full energy.	1.All the departments conducted various activities focusing student centric approach.
2. To start B.M.S. course	2. Started B.M.S. course
3. To start English speaking course in association with other academic bodies.	3. Started English speaking course in association with other academic bodies.
4. Promote faculty for Major / Minor projects & M.Phil. and Ph.D. courses.	4. Proposal sent for projects to university, one minor project successfully completed by the principal funded by University. One Ph.D completed. 22 papers presented.
5. Strengthening students' participation in sports & cultural activities.	5. Students participated in sports & cultural activities at college and University level.
6. To organise seminars/ workshops and conferences on various topics.	6. Organised State level Seminar in History and Workshop on Revised Syllabus of History.
7. Promotion of ICT-enabled	

teaching learning.	
8. To form new associations with NGOs & GOs for various activities.	7. 2 digital classrooms prepared.
9. To allow faculty to participate in Refresher / orientation courses.	8. various programmes in Association with NGOs and GOs organised in the college and community.
10. To allow faculty to participate and presenting papers on different seminars / conferences.	9. 3 Faculties participated in Refresher courses.

10. All the faculty members attended various levels conferences / workshops / seminars. |
11. Purchasing new books, subscription to new journals/periodicals.	11. Purchased new books, subscription to new journals/periodicals.
12. To complete the construction of new building with eight classrooms and small staff room.	12. New building is under construction.
13. Lifting and execution of more UGC grants.	13.Utilization of XII th Plan grants.

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

1. **Anand Mela –**

    Goal – To inculcate the business spirit and business techniques and ethics amongst the student.

    The context –Todays world is a world of Business and market Economic ventures open mark the various opportunities for youngsters. The students have dreams, but certainly no practice knowledge about the business choice, their practices and functioning etc. To make them realise the business world, Anand Mela is introduced   .

    The practice – Every year the college organises different days viz; Traditional day, Sari day and Tie day, Jeans Day, annual day. On traditional / Sari and Tie, the anand mela was organised in which various stalls had been executed. The stalls were allotted to the students for selling their products/goods. Stalls of panipuri and other eatables, different games, homemade products were kept. All the staff and students visited the

Mela and purchased goods; enjoyed time in eating and playing the games for a whole day. Students come to know about requirements of business.

Problems encountered & resources required – At first the students were unaware of such a Mela. Orientation and the counselling on the Mela conducted. The students provided with stalls, Tables, Chairs and even a Pandal. The college bore the expenses for above mentioned things. The Mela was inaugurated by the auspicious hands of JSM president Hon. G.P.Pawar. All the staff members voluntarily participated, purchased and enjoyed the event.

Evidence of success – 'The Mela 'ended with talks by stall holders. They expressed on the business experience they got from the event. They shared their opinions, financial loss and advantage over their products. They expressed that they had got an essential experience from the event and it should be arranged every year.

2. Formation of various committees for the smooth functioning of the college and college activities

Goal: Every year various committees have been constituted by the principal to achieve:

Excellence and harmony in every activity of the college and to seek healthy Co-ordination and co-operation amongst the staff.

Context: As higher education is a tool to improve students academically, emotionally and psychologically, the college organizes various programs; it also provides many facilities to the students. Formation of various committees ensures students various responsibilities of the college towards them.

Practice: The principal at the beginning of the college forms committees of teachers and non-teaching staff. The committees look after their responsibilities throughout the year. These committees include Admission committee, Discipline committee, Examination committee, NSS, DLLE, cultural /Art Association, Literary Associations, Science Forum, Commerce Forum etc.

Admission committee includes teachers and non-teaching staff also. The committee looks after matters related to the Admission process. Discipline committee looks after maintaining discipline in the college campus; Examination committee conducts F.Y. and S.Y. exams and declares their results. Cultural committee arranges cultural programs in the college and also sends students for the University Youth Festival for various competitions. Committee for the Sport conducts activities related to sport and also sends students for the University competitions. Thus, such committees help immensely to channelize all the activities in the college positively. For organising every programme in the college committees have been constituted which include the committees like stage committee, sitting arrangement committee, refreshment committee etc.

Evidence of Success: It is evident that the college has got a tremendous success in administering all the activities and works smoothly due to the formation of different committees. These committees look after respective works and a healthy interactive sprit is built amongst the staff.

Problem and Resources: At initial level, the principal sometimes faces the problem of unwillingly to do work in a committee by the staff member. But interaction between them leads to successful formation of committees. Resources such as separate rooms, furniture, computer, clerical staff has been provided.

7.4 Contribution to environmental awareness / protection

- Tree plantation in the campus through NSS in collaboration with the Forest Department of the Government.

- Campus cleaning by the NSS volunteers.

- Counselling on minimum use of plastic in the campus.

- Street play on awareness about environment was presented by NSS and PEC volunteer.

-

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 – i) Increase in Girls student strength. (Above 50%)

      ii) Support from all stakeholders in a positive way.

      iii) Enthusiastic students

Weakness – i) Less output in gaining Research grants.

      ii) Location of the college away from the main city place / Tehsil.

      iii) Lack of fund raising drives.

Opportunities – i) Exploiting the resources in positive ways

      ii) Healthy atmosphere to introduce new emerging courses in the college

      iii) Student can get new placements.

Threats – i) If new college opens in the main city / Tehsil there is a threat of losing students

      on account of lack of sufficient transportation facilities (by Govt.) to our college.

      ii) Insufficient funds from the Govt. and other sources.

ANY OTHER –

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1. Assistant Prof. P.B.Patil completed Ph.D. in English from University of Mumbai.

2. Assistant Prof. M.V.Pawar completed M.Phil. in Marathi from Y.C.M.O.U. Nashik.

3. Asst. Prof. Dr.P.K.Dhumal passed UGC - NET June 2013 exam in Hindi subject.

4. Asst. Prof. Amol Bagade UGC - NET June 2013 exam in English.

5. Asst. Prof. Dr.S.M.Wagh elected on Executive body of BUCTU.

6. Our students Janardan Bhanushali and Mohanish Deshmukh bagged Bronze and Silver medals at University games in Best Physique and Weight Lifting respectively.

7. Department of History organised State level Seminar on 10 Dec.2013 funded by UGC. It also organised a University level Workshop on new Syllabus of S.Y.B.A.

8. ITIHAS MANADAL (History Association) invited Kailash Nichite Maharaj as chief guest who spoke on Shivaji Maharaj.

9. Competitive Exam and Career Guidance Centre arranged a lecture of PSI shri. Giri Saheb on Civil service exams on 08th July 2013. It also organised lectures for students.

10. Women Development Cell and Savitribai Phule Wicharmanch organised various programmes for girls students.

11. Hindi Literary Association, English Literary Association, Science Forum and Commerce Forum and other Associations conducted various programmes and competitions for the all-round development of students.

12. NSS in Association with Red Ribbon Club organised Health Guidance of Dr. Shelke.

13. NSS volunteers planted trees around the area and also distributed plants to villagers.

14. Sport Department organised Annual Sports on 22, 23 Feb.2014.

15. Under SWS of D.L.L.E. 175 students conducted Economic, Social and Educational surveys of 3500 Women of Murbad Tehsil.

16. Our student Ashwini Bhoir bagged first prize in inter collegiate poster competitions.

17. College organised in collaboration with Alumni Association an Audition for the selection of actors and actresses.

18. Cultural Association organised various programmes and competitions for the students.

19. Anand Melawa was organised in the college in which 20 stalls of various goods and eatables were kept by the students. Students understood the Entrepreneur skills.

20. Marathi Department invited Writer Laxaman Gaikwad to inaugurate Marathi literary Association.

21. An Alumni meet was organised in which Marathi poet Ashok Bagawe presented his poems and interacted with the Ex-students of the college.

22. Commerce Forum organised Workshop on Career Guidance.

23. Annual prize distribution ceremony was organised in which Joint Director Dr. Narkhede was invited as chief guest. All the Management members of JSM were also invited for the programme. President Hon.G.P.Pawar presided over programme. 140 students were felicitated for their cultural, sports and Academic achievements.

8. **Plans of institution for next year 2014-15 -**

1.To start S.Y.B.M.S. and to continue M.Sc. computer Science.

2.To appoint well qualified required staff of respective subjects.

3.To provide DA-TA and Registration fees to attend seminars, conferences   and Workshops.

4.To promote ICT enabled teaching.

5.To maintain quality in Exam work and Result.

6.To promote research among faculty through PhD and Research publications/projects.

7.To arrange various programmes in the college and also community based programmes through N.S.S. and D.L.L.E.

8.To construct second floor of commerce building.

9.To purchase new books in Library; to subscribe new journal/ periodicals.

10.To organise seminars / conference in campus.

11. To allocate budget for computers & their maintenance and Equipment's.

12.Efforts are to be made for increase of student strength for science and commerce and B.M.S.

13.To increase student participation in sport and cultural and social activities.

14.To continue best practices of the institute through healthy relationship between Management, staff and students.

ACADEMIC CALENDER 2012-13

28 May 2013 to 10 June 13 - Admission process

                        T.Y.B.A./BSc/B.com

                        SYB.A/ B.Sc/B.com

                        FY B.A./B.Sc./B.com

                        M.Sc. /M.A. (after the result of T.Y)

10 June 2013   **- Classes start (First term)**

10 July 2013   **- Foundation day of college**

15 August 2013   **- Independence day**

22 August 2013   **- Competitive examination I**

24 September2013   **- A.T.K.T. Examination**

02 October 2013   **- Mahatma Gandhi Jayanti**

05 October 2013   **- semester Examination**

20 December to

31 December 2013   **- N.S.S. camp**

25 December 2013   **- Christmas**

10-11-12 Jan.2014 - Sports meet

26 January 2014   **- Republic Day**

19 February 2014   **- Prize distribution**

21-22 Feb. 2014   **- Guidance Lecture for T.Y.B.A./T.Y.B.Sc.**

22 February 2014   **- A.T.K.T. Examination (Old system)**

23 February 2014   **- Preliminary Examination**

05 March 2014   **- Sem. Examination F.Y.B.A./B.Sc./B.Com.,**

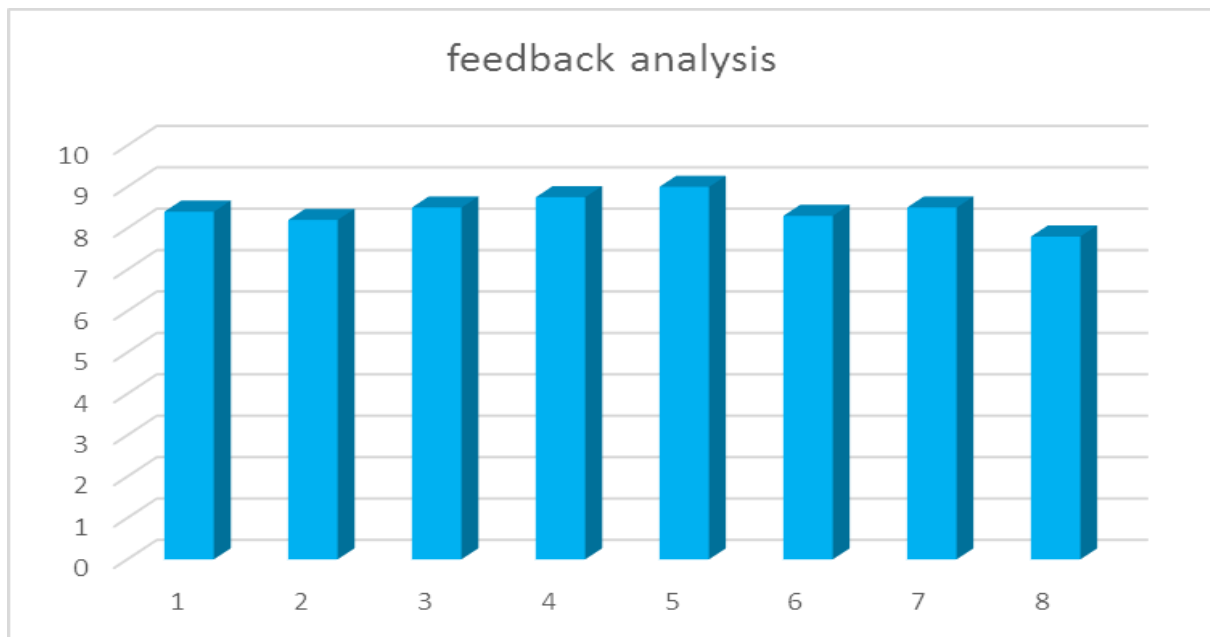   **S.Y.B.A./B.Sc./B.Com.**

20 April 2014   **- Result**

21Apr. to

01 May 2014 - Admission for next academic year (S.Y. & T.Y.)

01 May 2014   - Maharashtra Day.

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feedback analysis

X-axis Label	Details about X-axis lable	Y-axis score obtained
1	The teachers effectiveness in teaching the subject	8.4
2	clarity of teachers voice and communication skills	8.2
3	Teachers use of examples and illustration	8.5
4	Readiness to extra help when needed	8.75
5	Punctuality of Teacher	9
6	Level of Discipline maintained in the class	8.3
7	Interaction with students	8.5
8	Overall impression of Teachers	7.8

Y-axis

1-2   - Poor

3-4   - Average

5-6   - Good

7-8   - Very good

9-10   - Excellent

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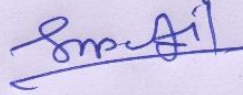E-mail : Shivlecollege@gmail.com Visit- www.janseva-acsc.com

Sign -

Name- Dr. P. B.Patil

Coordinator, IQAC

Sign -

Name- Dr. S. M. Patil

Chairperson, IQAC

PRINCIPAL
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Shantarambhau Gholap Arts, Science &
Gotirambhau Pawar Commerce College.
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