

!! Bahujan Hitay !!

Shri Mudhaidevi Shikshan Sanstha's

**PROF. SAMBHAJIRAO KADAM COLLEGE, DEUR
(SATARA)**

**Annual Quality Assurance Report (AQAR)
2016 - 17**

(Prepared by Internal Quality Assurance Cell)

Submitted to

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL,
BANGALORE, INDIA**

December – 2017

Part – A

1. Details of the Institution		
1.1	Name of the Institution	Prof. Sambhajirao Kadam College, Deur
1.2	Address Line 1	A/P – Deur
	Address Line 2	Taluka – Koregaon
	City / Town	District – Satara
	State	Maharashtra
	Pin Code	415524
	Institution e-mail address	principalpskcd@gmail.com
	Contact Nos.	02371-254368
	Name of the Head of the Institution:	Principal Dr. Bharat N. Bhosale
	Tel. No. with STD Code:	02371-254368
	Mobile:	9561005082
	Name of the IQAC Co-ordinator:	Shri. Manoj D. Gujar (Asst. Professor)
	Mobile:	9881752008
	IQAC e-mail address:	manojgujar53@gmail.com
1.3	NAAC Track ID	MHCOGN 13737
1.4	NAAC Executive Committee No. & Date:	F.19.26/EC(SC-10)/DO/2015/41.2
1.5	Website address:	http://www.pskcollegedeur.ac.in
	Web-link of the AQAR	http://www.pskcollegedeur.ac.in/aqar

1.6	Accreditation Details					
	I. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
	1	1st Cycle	B	2.34	Oct. 2009	Jan. 2014
	2	2nd Cycle	B	2.52	Sept. 2015	Nov. 2020

1.7	Date of Establishment of IQAC :	July 2009
1.8	AQAR for the year (for example 2010-11)	2016-17
1.9	Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)	AQAR 2015-16 submitted to NAAC on 25.10.2016
1.10	Institutional Status	YES / NO
	University	State University
	Affiliated College	YES
	Constituent College	NO
	Autonomous College of UGC	NO
	Regulatory Agency Approved Institution	NO
	Type of Institution	
		Co-education
		Rural
	Financial Status	Grant in Aid - UGC 2(f), 12(b)
1.11	Type of Faculty/Programme	Arts (Grant-in-Aid) Commerce (Non-Grant)
1.12	Name of the Affiliating University	Shivaji University, Kolhapur (MS)
1.13	Special status conferred by Central/ State Govt.-- UGC/CSIR/DST/DBT/ICMR etc.	NIL
	Autonomy by State/Central Govt./University	NO
	University with Potential for Excellence	NO
	UGC-CPE	NO
	DST Star Scheme	NO
	UGC-Special Assistance Programme	NO
	DST-FIST	NO
	UGC-Innovative PG programmes	NO
	UGC-COP Programmes	NO
	Any other (Specify)	NIL

2. IQAC Composition and Activities		
2.1	No. of Teachers	06
2.2	No. of Administrative/Technical staff	01
2.3	No. of students	01
2.4	No. of Management representatives	02
2.5	No. of Alumni	01
2.6	No. of any other stakeholder and community representatives	01
2.7	No. of Employers/ Industrialists	00
2.8	No. of other External Experts	01
2.9	Total No. of members	13
2.10	No. of IQAC meetings held	04
2.11	No. of meetings with various stakeholders	04
	Faculty	6
	Non-teaching Staff	4
	Students	2
	Alumni	2
	Others	0
2.12	Has IQAC received any funding from UGC during the year?	No
2.13	Seminars and Conferences (only quality related)	No
	(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	00
	(ii) Themes	---
2.14	Significant Activities and contributions made by IQAC	<ol style="list-style-type: none"> 1. Conducting internal survey and introspection of Academic, co-curricular and extracurricular activities in the College. 2. Reviewed recommendations made by the NAAC Peer Team, attempted to implement those recommendations. 3. Attempts to encourages College Departments to organize seminar, conferences and renders active cooperation for the organizations of the events. 4. Encourages the faculty and students of the

		<p>college to participate actively in various research activities including pursuing for research degrees such as Ph.D.'s/ M.Phil.</p> <p>5. Encourages Staff and Students to take part in Lead College Programme, the Best Practice of the University</p> <p>6. Conducts periodical review of the documentation in Departments and administration as well.</p> <p>7. Promote curricular, extra-curricular activities on the premises and also encourages students to participate in these activities at Intercollegiate. Interuniversity and National Levels</p> <p>8. Helps to sensitize students in ecological and environmental problems.</p> <p>9. Helps departments of the college to sensitize students about social justice, secularism and gender equality related issues in the society, and connect the society and to utilize faculty knowledge for the social welfare.</p> <p>IQAC Reviews the overall development of the college and plans for the of new courses, Projects and Activities.</p>
2.15	<p>Plan of Action by IQAC/Outcome :</p> <p>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 *</p> <p><i>*Attach the Academic Calendar of the year as Annexure</i></p>	See Annexure – I
2.16	Whether the AQAR was placed in statutory body	Yes
2.17	Provide the details of the action taken	See Annexure - II

Part – B
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 programs
	2016-17	2016-17	2016-17	2016-17
Ph.D.	---	---	---	---
UG	02	---	---	---
PG/ Advanced Diploma	---	---	---	---
Certificate	06	2	06	06
Others	---	---	---	---
Total	06	02	06	06
Interdisciplinary	---	---	---	---
Innovative	---	---	---	---

1.2	(i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options	Elective Options are available for B.A. There are no Elective Options for B.Com.
	(ii) Pattern of programmes:	
	Pattern	Number of programmes
	Semester	02
	Trimester	00
	Annual	00
1.3	Feedback from stakeholders <i>*Please provide an analysis of the feedback in the Annexure</i>	See Annexure III See Annexure IV
	Students	YES
	Mode of feedback :	Manual
1.4	Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.	University (Board of Studies for the concerned subject) revises the subject after every three years. There is no Revision in this AY-2016-17
1.5	Any new Department / Centre introduced during the year. If yes, give details.	The Institution has started an MS-CIT, a Government Approved Computer Centre from this year.

Criterion – II
2. Teaching, Learning and Evaluation

2.1	Total No. of permanent faculty	16		
	Assistant Professors	13		
	Associate Professors	00		
	Professors	01		
	Others	02		
2.2	No. of permanent faculty with Ph.D.	09		
2.3	No. of Faculty Positions Recruited (R) and Vacant (V) during the year	R	V	
	Assistant Professors	13	00	
	Associate Professors	00	00	
	Professors	01	00	
	Others	02	00	
	Total	16	00	
2.4	No. of Guest and Visiting faculty and Temporary faculty	Guest – 00	Visiting – 02	Temporary – 06

2.5	Faculty participation in conferences & symposia			
	No. of Faculty	International level	National level	State level
	Attended Seminars/ Workshops	00	01	03
	Presented papers	05	38	03
	Resource Persons	00	01	00

2.6	Innovative processes adopted by the institution in Teaching and Learning:	<p>IQAC monitors Teaching Plans, Academic Calendar, daily Roll Calls and Academic Diaries of the Faculty</p> <p>Faculty makes use of Power Point Presentations, Group Discussions, Surveys and other</p>
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		interactive practices such as Audio-Visuals, Internet, LFDs Feedback Forms are taken into consideration for enhancing Teaching Learning Process and Academic / Institutional development
2.7	Total No. of actual teaching days during this academic year (2015-16)	180
2.8	Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)	University conduct examinations Question Bank for Multiple Choice Questions and MCQ Tests
2.9	No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop	02
2.10	Average percentage of attendance of students	85%

2.11	Course/Programme wise distribution of pass percentage :	Semester 1 / 3 / 5 : Oct./Nov. 2016 Semester 2 / 4 / 6 : Mar./Apr. 2017 Consolidated Result of the Programme
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Title of the Programme	Total no. of students appeared	Consolidated Result A.Y. 2015-16			
		Dist. %	I %	II %	Pass %
B.A. - I	118	05	14	38	03
B.A. – II	81	00	10	24	03
B.A. – III	89	04	26	35	01
B.Com.- I	57	02	09	21	06
B.Com.- II	31	00	02	06	02
B.Com.- III	33	01	06	09	01

2.12	How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :	IQAC observe: Semester-wise Results, Activities of various Committees, Receives Feedback and get its analysis done IQAC promote Teachers to upgrade their knowledge by participating in RC/OCs IQAC promotes teachers to take part in Seminars / Conferences related to their subjects,
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		prepare and present Research Papers
2.13	Initiatives undertaken towards faculty development	
	<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
	Refresher courses	01
	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.	02
	Others	38

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	00	00	01
	Technical Staff	00	00	00	00

Criterion – III

3. Research, Consultancy and Extension

3.1	Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution	<p>A College Research Committee is in force to promote Research activities amongst the Teachers</p> <p>College Research Committee promote teachers to the UGC schemes like for FDP / MMRPs</p> <p>Participation and Paper Presentation in Seminars and Workshops is promoted</p> <p>Supporting the staff and students to participate in University Level Research Gathering <i>Avishkar</i></p> <p>Participation in Lead College Activities promoting research</p>
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	Details regarding Major projects	Completed	Ongoing	Sanctioned	Submitted
3.2	Number of Projects (Major)	---	---	---	---
	Outlay in Rs. Lakhs	---	---	---	---

	Details regarding Minor projects	Completed	Ongoing	Sanctioned	Submitted
3.2	Number of Projects (Minor)	---	---	---	---
	Outlay in Rs. Lakhs	---	---	---	---

	Details on research publications (67)	International	National	Others
3.4	Peer Review Journals	03	05	00
	Non-Peer Review Journals	03	03	00
	e-Journals	01	01	00
	Conference proceedings	08	04	01
	Magazine / Periodicals	00	00	00

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	---
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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	---	---	---	---
Students research projects (other than compulsory by the University)	---	---	---	---
Any other(Specify)	---	---	---	---
Total	---	---	---	---

3.7	No. of books published	
	i) With ISBN No	00
	Chapters in Edited Books	03
	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	NO
	CPE	---
	INSPIRE	---
	CE	---
	Any Other (specify)	---
	DBT Star Scheme	---
3.10	Revenue generated through consultancy	Consultancy Free of Cost

3.11	No. of conferences organized by the Institution	02
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Level	International	National	State	University	College
Number	---	---	---	---	02
Sponsoring agencies	---	---	---	---	Lead College Scheme

3.12	No. of faculty served as experts, chairpersons or resource persons	03
3.13	No. of collaborations	0
	International	00
	National	00
	Any other	00
3.14	No. of linkages created during this year	00
3.15	Total budget for research for current year in lakhs	Rs. 1,00,000.00
	From Funding agency	-----
	From Management of University/College (for workshop / Seminar and Teacher Training)	Rs. 1,00,000.00
	Total	Rs. 1,00,000.00

3.16	No. of patents received this year	00
3.17	No. of research awards/ recognitions received by faculty and research fellows of the institute in the year	00
	International	00
	National	00
	State	00
	University	00
	District	00
	College	00
3.18	No. of faculty from the Institution who are Ph. D. Guides and students registered under them	<ul style="list-style-type: none"> • Principal Dr. B.N.Bhosale (Mathematics) – 00 • Submitted and Awarded 02 • Dr. P.V. Patil (Geography) 00 • Submitted 01, Awarded 02
3.19	No. of Ph.D. awarded by faculty from the Institution	02
3.20	No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)	00
	JRF	00
	SRF	00
	Project Fellows	01, Teacher Fellow
	Any Other	00
		<ul style="list-style-type: none"> • Principal Dr. B.N.Bhosale (Mathematics) Chaired an International Conference on Mathematical Analysis and Applications, held at Latur (MS) • Principal Dr. B.N.Bhosale Reviewed three Papers for American Mathematical Society as an Expert Reviewer • Principal Dr. B.N.Bhosale Reviewed three Papers for Modelling and Stimulation Society of Australia and New Zealand as an Expert Reviewer
3.21	No. of students Participated in NSS events	10
	University level	10
	State level	NIL
	National level	NIL
	International level	00
3.22	No. of students participated in NCC events:	00

	University level	00
	State level	00
	National level	00
	International level	00
3.23	No. of Awards won in NSS:	00
	University level	00
	State level	00
	National level	00
	International level	00
3.24	No. of Awards won in NCC:	00
	University level	00
	State level	00
	National level	00
	International level	00
3.25	No. of Extension activities organized	
	University forum	00
	College forum	17
	NCC	00
	NSS	17
	Any other	00
3.26	Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility	Organized International Yoga Day Participation in Student Leadership Programme Organized Eye Check-up Camp for the College Staff and students Road Construction in the adjoining village Palshi Celebrated Awareness Programme for National Voters <i>Mahila Melawa</i> (Women's Get-to-gather) Tree Plantation Programme

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	09 Acre 13.75r	07r	---	9 Acre 20.75r
Class rooms	10	---	---	10
Laboratories (ICT & LL)	02	---	---	02
Seminar Halls	11	---	---	11
No. of important equipments purchased (≥ 1 -0 lakh) (2013-14)	167	28	UGC General Development Assistance	195
Value of the equipment purchased during the year (Rs. in Lakhs)	59.16887	8.00600		67.17487
Others	235	---		235
Value of the equipment purchased during the year (Rs. in Lakhs)	5.80183	---		5.80183

4.2	Computerization of administration and library	<p>Office</p> <ul style="list-style-type: none"> • Use of Automation Software Module for College Office: 'Educare' • Office Automation for the purpose of Data Entry of cash books, Fee Receipts, Admission Forms, General Register, etc.... • Web portal: suk.digitaluniversity.in and online.shivajiuniversity.in for university examination work, admission process generation of various Certificates such as Bonafide Certificate and Transfer Certificate, and examination work... • Dissemination of office notices through LFD TV <p>Library</p> <ul style="list-style-type: none"> • Use of Automation module : 'AutoLib-NG' • Indexing, Serial Control and Reports upgraded with latest version.
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		<ul style="list-style-type: none"> • Web-OPAC procured • Computerised circulation & Bar coding of Library books is in progress • Library website : http://pskcdlibrary.webs.com redesigned • Digital Attendance System is in place in IT section of the Library • Online information services delivered through email, WhatsApp and LFD TV • Library obtained membership of National Digital Library of India and given Login ID and Passwords to the faculty members for accessing online e-Resources
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4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5446	433981.75	579	43360.00	6025	477341.00
Reference Books	2222	749682.00	174	67481.00	2396	817163.00
e-Books	59	0.00	--	--	59	--
Journals	42	24895.00	--	--	42	24895.00
e-Journals	--	--	--	--	--	--
Digital Database	01 (N-List)	5700.00	01 (NDL)	--	02	5700.00
CD & Video	93	11780.00	---	--	93	11780.00
Others (specify)	12	1969.00	--	--	12	1969.00

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	47+02 PC+LT	01	02+43	--	--	01 Software	05	Software 02
Added	03	--	--	--	--	--	--	--
Total	50 + 02	01	2 + 43	--	--	01	05	02

4.5	Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)	MS-Office: A Government Initiated IT enabled Training Programme (Self-Funded) approved Government of Maharashtra (Duration 02 Months : No. of Students – 15)
4.6	Amount spent on maintenance in lakhs :	4.27359
	i) ICT	1.47992
	ii) Campus Infrastructure and facilities	2.62697
	iii) Equipments	0.16670
	iv) Others	---

Criterion – V

5. Student Support and Progression

5.1	Contribution of IQAC in enhancing awareness about Student Support Services	<ul style="list-style-type: none"> • Arranging staff, students and stakeholders' meets • Participation of Student Council in IQAC • Participation of Alumni in IQAC • IQAC monitors student participation in college activities of various sorts, along with student support activities, through college committees • IQAC gets student Feedback analyzed and offer suggestions on student support and support services
5.2	Efforts made by the institution for tracking the progression	<ul style="list-style-type: none"> • Arranging staff, students and stakeholders' meets • Result Analysis by IQAC • Feedback Analysis • Keeping rapport with Alumni Association • Arranging meets with the Parent-Teacher Association • Heads of the respective departments keep track of the student progression by maintaining Departmental Students' Album • A separate committee has been established for keeping college students associated
5.3	(a) Total Number of students	2016-17
	UG	528
	PG	00
	PH.D.	01 Submitted, 04 Awarded
	M.Phil.	00
	Others (BEG+FD)	15
	(b) No. of students outside the state	00

	(c) No. of international students	Number	Percentage (%)
	Men	00	00
	Women	00	00

Last Year (2014-15)						This Year (2015-16)					
General	SC	ST	OBC	Phy. Challenged	Total	General	SC	ST	OBC	Phy. Challenged	Total
390	52	03	75	05	580	394	61	00	90	05	623

	Demand ratio	100% (1:1)
	Dropout %	07.75%

5.4	Details of student support mechanism for coaching for competitive examinations (If any)	<ul style="list-style-type: none"> • We have a Competitive Examination Centre for college students • We provide a Separate Study Room for Boys and Girl students • There is a separate Stack Section of Reference books for Competitive Examination • We Subscribe Journals and Periodicals related to Competitive Examinations • We organize Guest Lectures • Screening of Audio-Visuals for the students • Library Information Display Services such as : <i>IT Corner, Career Corner, Prabodhan Series, Commerce Updates, Employment Outlook, Motivational Frame</i>
	No. of students beneficiaries	60
5.5	No. of students qualified in these examinations	00
	NET	00

	SET/SLET	02
	GATE	00
	CAT	00
	IAS/IPS etc	00
	State PSC	00
	UPSC	00
	Others	00
5.6	Details of student counselling and career guidance	College provides Counselling and Career Guidance to almost all students
	No. of students benefitted	623

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
	00	00	00

5.8	Details of gender sensitization programmes	---
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5.9	Students Activities			
	<i>5.9.1 Number of students Participated in Sports, Games and other events</i>			
	State Level	University level	National level	International level
	00	10	00	00
	<i>No. of students participated in cultural events</i>			
	State Level	University level	National level	International level
	00	13	00	00
	<i>5.9.2 No. of medals /awards won by students in Sports, Games and other events</i>			
	State Level	University level	National level	International level
	00	00	00	00

5.10	Scholarships and Financial Support		
		Number of students	Amount
	Financial support from institution (SAF)	08	2800.00
	Financial support from government		
	SC/OBC/SBC/VJNT (Freeship)	47	186928.00
	EBC Scholarship	147	6615.00
	Financial support from other sources		---
	Gymkhana Player Scholarship	02	2000
	Number of students who received International/ National recognitions	00	00.00

5.11	Student organised / initiatives		
	Fairs		
	State Level	University level	National level
	00	00	00
	Exhibition		
	State Level	University level	National level
	00	00	00

5.12	No. of social initiatives undertaken by the students	04
5.13	Major grievances of students (if any) redressed	00

Criterion – VI

6. Governance, Leadership and Management

6.1	State the Vision and Mission of the institution	
	<p>VISION :</p> <ul style="list-style-type: none"> ☉ To make the citizens of India fully endowed materially, intellectually and morally. <p>MISSION :</p> <ul style="list-style-type: none"> ☉ To aim at overall personality development of the students through value based education and various co-curricular and extra-curricular activities. ☉ To create environmental and social awareness among the students in order to equip their minds with the feeling of secularism and to uplift the underprivileged culturally and socially. ☉ To contribute to the development of the economically backward rural area, updating rural students with quality education and facilitate them with the modern stream of courses. ☉ To contribute to the national development by the way of developing human resources and capacity building of individuals for serving the cause of social justice and equity. ☉ To create the sense of discipline in terms of regularity, sincerity and punctuality among the students with a view to shape them into responsible, respectable and prudent citizens of India. ☉ To impart quality based service in the field of higher education to the students coming from the local and the adjoining mofussil area. ☉ To create the feeling of corporate life and to inculcate the values among the students and to prepare them to face the challenges of the emerging global situation. ☉ To aim at maximum use of ICT for the effective teaching-learning process and to enlarge the academic horizons of the students. 	
6.2	Does the Institution has a Management Information System	YES

6.3	Quality improvement strategies adopted by the institution for each of the following :	
	6.3.1 Curriculum Development	<ul style="list-style-type: none"> ☞ University designs the curriculum and colleges follow it accordingly ☞ 02 faculty members work in syllabus revision/formation Committees of the University ☞ The faculties convey their suggestions to respective Boards regarding the revisions ☞ Faculty take active participation in various workshops of the revised syllabi organized by the University
	6.3.2 Teaching and Learning	<ul style="list-style-type: none"> ☞ College promote teachers to attend Seminars /Workshops/Conferences related to the subject ☞ Use of ICT in classroom for effective teaching ☞ Subscribing various Journals and Periodicals related to the subject ☞ Providing of Books and References ☞ Guest Lectures / Special lectures for slow learners ☞ Promoting teachers to take part in OC/RC/FDP/STC ☞ Following continuous assessment / Home Assignments / Seminars / Group Projects ☞ Preparing Academic Calendar and following it ☞ Maintaining Academic Diaries and Student Roll Calls
	6.3.3 Examination and Evaluation	<ul style="list-style-type: none"> ☞ College follows the University Examination Schedule ☞ University conducts Central Assessment Programme (CAP) ☞ These days, there is semester pattern being observed along with continuous assessment and internal assessment ☞ Utmost care is taken to make the examination process transparent, a separate Committee (<i>Dakshata Samiti</i>) is in force ☞ Students can opt for revaluation by getting a photo-copy of their answer book from the University ☞ Ours is an attempt to have an examination centre without any sort of malpractice
	6.3.4 Research and Development	<ul style="list-style-type: none"> ☞ College Research Committee promotes research culture in the college ☞ Staff Academy arranges Guest Lectures

		<p>related to Research Work</p> <ul style="list-style-type: none"> ☉ There are peer reviewed research Journals / Periodicals in the college library ☉ The committee promotes to prepare and present research papers in Seminars and Conferences ☉ The committee promotes the teachers to go for Major / Minor Research Projects ☉ Full autonomy to the Principal Investigator ☉ Offering DLs to participate in Seminars/Conferences ☉ Promoting to publish research papers in reputed journals / periodicals ☉ Made N-LIST database available in the campus ☉ Reprographic facilities made available ☉ Internet availability to teachers and students
	6.3.5 Library, ICT and physical infrastructure / instrumentation	<ul style="list-style-type: none"> • Library: The carpet area has been reshuffled to accommodate more books and journals. • Separate seating arrangement for boys and girls has been made available in the reading section, started user friendly Library set-up. • Library has partially automated. • Online Public Access Catalogue (OPAC) is made available to the users to identify the status of availability of reading material in the library. • Internet facility with seven terminals, one photocopier and printing facilities are made available. • Library has started useful information services for the users such as IT Corner, Career Corner, Prabhodhan Series, Employment Outlook, Commerce Update and Motivational Frame etc. • The library is preparing its own website. • Computerised circulation of reading material through software with Bar-Code facility • Delivery of information services through e-mail, WhatsApp, LFD TV, etc. • use of digital equipments such as LCD projector, Interactive Panel, Laptop, Internet facility with LAN, Reprographic facilities,

		<p>bibliographic services, electronic document delivery, e-books, CAS/SDI</p> <ul style="list-style-type: none"> • Upgrading required furniture and fixtures • AMC's for the maintenance activities
		<p>ICT</p> <ul style="list-style-type: none"> • There is a well-designed central Computer Laboratory with advanced audio-visuals multi-media facilities like LCD Projector and 15 Computers with High Configuration of the latest generation and Internet connections. • All the Departments have been provided with computer, scanner, printer, Internet connection, and Intercom facility.
		<ul style="list-style-type: none"> • Language Laboratory: has been established. • Purchased a separate Language software from Biyani Technologies, Kolhapur under the UGC's Additional Assistance Grants to Colleges. • The laboratory has given enough space to carry out practical classes effectively.
		Almost all Classrooms are Digital Class Rooms
	6.3.6 Human Resource Management	<ul style="list-style-type: none"> ☞ Recruited all posts and there is no vacancy at this stage ☞ The teaching staff, apart from their teaching duties, contributes in different administrative committees ☞ Staff Secretary and Teaching-Non-teaching coordination Committee cares for the Human Resources ☞ Welfare measures for the Faculty and the Staff ☞ Mechanism for Performance Appraisal ☞ Support in the professional development of ☞ Participation in skill up gradation and training of the faculty and staff
	6.3.7 Faculty and Staff recruitment	<ul style="list-style-type: none"> ☞ Recruitment of teachers is strictly done in accordance with the guidelines laid down by the U.G.C., the Government of Maharashtra and the relevant statutes framed by the Shivaji University. ☞ The vacant posts are first communicated to Hon'ble Joint Director of the Higher

		<p>Education, and the University.</p> <ul style="list-style-type: none"> ☉ After their approvals and NOC the posts are advertised in the national newspapers. Although the decision of the selection committee is final, the final approval of the university is needed for the appointment of the candidate. ☉ After the expiry of the probation period (12 months) the concerned employee is given the order of permanency by the management and the service of the employee is retained.
	6.3.8 Industry Interaction / Collaboration	<ul style="list-style-type: none"> ☉ College invite Industries / others for Recruitment Drives ☉ Student are given opportunity for campus selection ☉ We run some skill development courses for the betterment of the students
	6.3.9 Admission of Students	<ul style="list-style-type: none"> ☉ Admissions are given on Merit basis ☉ We flash advt. in local news papers ☉ Provisional Admissions, as per the University rules, are made final after declaration of the final result only ☉ The reservation criteria is strictly followed ☉ Utmost care is taken to offer flexibility in selecting subject /s
6.4	Welfare schemes for	college assists its Faculty and Staff in :
	Teaching and Non-teaching Staff	<ul style="list-style-type: none"> ☉ Provident Fund ☉ Group Insurance ☉ Accidental Insurance ☉ Pension Scheme / DCPS ☉ Availing various types of Loans
	Students	<ul style="list-style-type: none"> ☉ Group Insurance ☉ Accidental Insurance ☉ Student Aid Fund(SAF)
6.5	Total corpus fund generated	4392.00
6.6	Whether annual financial audit has been done	YES

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	YES	Govt.	YES	S.B.Gokhale & Co., Satara

6.8	Does the University/ Autonomous College declare results within 30 days?	YES
	For UG Programmes	YES
6.9	What efforts are made by the University/ Autonomous College for Examination Reforms?	<p>University declares its Examination Schedule, supports Question Papers, and Answer Books.</p> <p>College conducts the Examination as per the University Schedule</p> <p>Recently, the University has introduced Semester Pattern for Annual Pattern</p> <p>Providing Online Question Papers for some of the Programmes</p> <p>University provide Photocopy of the Answer Books in case of students' demand</p> <p>Reassessment is done, if demanded within the university time-frame and guidelines</p>
6.10	What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?	NIL
6.11	Activities and support from the Alumni Association	<p>College has its own Registered Alumni Association</p> <p>This Alumni Association conducts if official business on the college campus</p> <p>It offers its help in organizing Cultural Programmes, helps in the activities like NSS, Youth Festival and other college activities</p>

		<p>Participated in a Tree Plantation Drive</p> <p>It has set Prize Scheme for the Ranker students of the college in University Examinations</p>
6.12	Activities and support from the Parent – Teacher Association	<p>Organise Parents’ get-to-gather drives</p> <p>Door-to-door visits by the teachers</p>
6.13	Development programmes for support staff	<p>Supporting its support staff with a dress code/Uniform once in a year</p> <p>organized a workshop entitled ‘Role of Automation in Office Administration’ in the college</p>
6.14	Initiatives taken by the institution to make the campus eco-friendly	<ul style="list-style-type: none"> • Library: The carpet area has been reshuffled to accommodate more books and journals. • Maintenance and Beautification Committee • It’s our attempt to developed our College campus as a Green Campus • We regard neat, clean and eco-friendly campus as our best practice • Recently, we have opted a Green Report of our campus • College see to it that our students actively participate in keeping the campus neat, clean and green • We run special drives to keep the campus plastic free, such as Swachata Abhiyan on 2nd Oct., 2016

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.	Established Women's Development Cell
7.2	Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year	See Annexure – V
7.3	Give two Best Practices of the institution <i>(please see the format in the NAAC Self-study Manuals)</i> *Provide the details in annexure (annexure need to be numbered as i, ii,iii)	See Annexure - VI See Annexure – VII
7.4	Contribution to environmental awareness / protection	<ul style="list-style-type: none"> ☞ Prepared a Green Report of the College ☞ Organized a Special Tree Plantation Programme ☞ Water Conservation Programme ☞ Self-Reliance in Electricity Generation – a 10kv Wind and Solar Hybrid Plant ☞ Construction of Water Reservoirs /weir ☞ Repairing of Water Reservoirs / KT weir ☞ Environmental Awareness Rally ☞ Group Projects on Environmental Awareness and Global Warming ☞ Organization of Environmental Tours ☞ Maintained Eco-friendly campus
7.5	Whether environmental audit was conducted?	No
7.6	Any other relevant information the institution wishes to add. (for example SWOT Analysis)	SWOT analysis of the college
	Strength: <ul style="list-style-type: none"> • Research Oriented Teaching Staff • The image of a young and upcoming college • Management support for economic and growth of the institution • Eco-friendly and well-furnished college campus • Initiative to run variety of projects and activities in the institution • Outnumbered female students 	

	<p>Weakness:</p> <ul style="list-style-type: none"> • Shortage of monitory support for the overall development • No professional course/s, Limited selective choice for the students • Infrastructure is not optimally used • Alumni Association not properly utilized <p>Opportunities:</p> <ul style="list-style-type: none"> • Starting / Proposing new courses for UG and PG • Starting professional courses • Enhancing campus facilities including Wi-Fi Campus facility • Grabbing the rural potential for competitive examinations <p>Threats (Challenges):</p> <ul style="list-style-type: none"> • The drop-out rate in almost all the courses/classes • Little response to the ongoing short term self-funding courses 	
8.0	Plans of institution for next year	See Annexure – VIII

Place : Deur

Date ; 16th Dec., 2017

Coordinator, IQAC



Chairperson, IQAC

Plan of Action of the IQAC and its Outcome: 2016-17

S.N.	PLAN	ACTION TAKEN
1	Submit Quarterly Demand (for each quarter)	Submitted
2	Re-evaluating PTR-2015-16	Evaluated
3	Planning for Collective Files of the Department	Planned the file structure
4	To plan and submit Budget	Planned the Budget
5	Review of different files / documents	Reviewed
6	Collecting AQAR data from the AQAR Criterion Heads	Collected AQAR data
7	Analysing the AQAR data received from the AQAR Criterion Heads	Analysed the Data
8	Preparation of AQAR	Prepared AQAR
9	Submission of AQAR online on the NAAC web portal	AQAR Submitted online
10	Upload AQAR on the college website	AQAR uploaded on the college website
11	Visiting NAAC web portal for the updates	Received updates
12	Organizing a one day workshop on IQAC	-----
13	Inviting Plan of Action from the Various Committees (AQAR Criterion VII) to prepare the Plan of Action	Prepared Plan of Action
14	Collection of API/PBAS forms, Academic Diaries, Catalogues, Bio-Metric Generated Slips, Certification by the HoDs / Principal, and other Supporting Documents	Forms collected
15	Verification of the API/PBAS forms	Forms verified

Details of the Action Taken: 2016-17

S.N.	PLAN	ACTION TAKEN
1	Chalk-out the Action Plan for the next year	Planned the Action Plan
2	Review outcome of the Action Plan of the previous year	took the Review of the Action Plan of the previous year
3	Maintaining API/PBAS forms, Academic Diaries and other records	All Record Maintained
4	Arranging periodic meets for the Internal Quality Assurance Cell	Arranged IQAC meets
5	Preparing Annual Quality Assurance Report	AQAR Prepared
6	Monitoring the work of various Curricular / Extra-curricular and Co-curricular Committees	Monitored / Monitoring
7	Monitoring the Proposals to be submitted to the UGC office under 2(f) 12 (b)	Monitored / Monitoring
8	Monitoring the Results of the B.A./B.Com. classes : (Semester wise Result Analysis)	Result Analysed
9	Monitoring newly started Programmes / Courses	Monitored / Monitoring
10	Initiating new Courses / Programmes	---
11	Monitoring utilization of UGC's Additional Assistance Grants	work done
12	Monitoring the college miscellany ' <i>Mudhai</i> '	<i>Mudhai</i> Prepared and Published
13	Monitoring the College Activities	Monitored
14	Proposing Budget for college NAAC/IQAC	Submitted Budget
15	Compliance of Recommendation of the PTV/2015	Compliance in progress

PROF. SAMBHAJIRAO KADAM COLLEGE, DEUR

A	B	C	D
VERY GOOD	GOOD	SATISFACTORY	UNSATISFACTORY
4.00	3.00	2.00	1.5 – 0

ANALYSIS : QUESTIONNAIRE NO. 1 (Student Feedback on the Course)

Name of the Course / Class : B.A.I / II / III B.Com I / II / III (in %)

S.N.	Class / Course	A	B	C	D
		Very Good	Good	Satisfactory	Unsatisfactory
1	B.A.I	44.36	27.81	21.81	06.00
2	B.A.II	48.44	29.33	19.33	02.88
3	B.A.III	56.09	15.60	23.41	05.12
4	B.COM.I	49.33	24.66	19.00	07.00
5	B.COM.II	46.50	31.00	16.50	06.00
6	B.COM.III	51.00	26.00	23.00	00.00
7		VERY GOOD	GOOD	SATISFACTORY	UNSATISFACTORY
	Total Count in %	49.28	25.73	20.50	04.49

	Details	B.A.I	B.A.II	B.A.III	B.COM.I	B.COM.II	B.COM.III
A	Total number of Students admitted to the course	198	110	98	62	40	29
B	Total number of Students submitting the Feedback form	55	45	41	30	20	10
C	Average of Students submitting the Forms	27.77	40.90	41.83	48.38	50.00	34.48

(In %)

PROF. SAMBHAJIRAO KADAM COLLEGE, DEUR**ANALYSIS: QUESTIONNAIRE NO. 2 (Student Feedback on the Teacher)**

S.N.	Name of the Teacher	A	B	C	D
		Very Good	Good	Satis Factory	Unsatis factory
1	Dr.B.N.Bhosale	51.40	44.60	02.80	1.20
2	Dr.D.B.Shedage	42.80	36.80	14.40	06.00
3	Dr. D.J.Owale	42.80	34.40	14.80	08.00
4	Asst. Prof. M.D.Gujar	66.00	28.00	05.20	00.80
5	Asst. Prof. A.R.Shelar (FTLV_FDP)	---	---	---	---
6	Dr. S.A.Paudmal	44.00	40.40	10.40	05.20
7	Asst. Prof. K.V. Kshatriya	47.60	37.20	10.80	04.40
8	Dr. M.D.Masalkhamb	54.40	38.80	04.40	02.40
9	Dr.P.V.Patil	46.00	40.40	11.20	02.40
10	Dr.S.U.Chavare	54.00	19.20	19.6	07.20
11	Asst. Prof. S.S.Potbhare	48.40	35.60	09.60	06.40
12	Asst. Prof. P.V.Patil	56.00	34.40	07.60	02.00
13	Asst. Prof. S.S.Adate	63.20	29.60	05.20	02.00
14	Dr.U.R.Altekar	66.00	15.20	12.00	06.80
15	Shri. Rokade A.G. (Asst. Prof. CHB)	64.40	25.60	06.80	03.20
16	Smt. Pawar M.S. (Asst. Prof. CHB)	42.40	46.40	08.40	02.80
17	Smt. Ghone P.R. (Asst. Prof. CHB)	36.00	49.60	11.60	02.80
18	Adv. Mangesh Chavan (Asst. Prof. CHB)	25.00	41.00	22.00	12.00
19	Smt. Salunkhe M A (Asst. Prof. CHB)	45.20	40.00	12.00	02.80
20	Smt. More K D (Asst. Prof. CHB)	82.00	06.00	02.00	10.00
21	Bharati C M (FTLV)	54.00	32.40	10.80	02.80
		VERY GOOD	GOOD	SATIS-FACTORY	UNSATIS-FACTORY
	Total Count (average student feedback on Teachers)	51.41	33.87	10.18	04.54

Action Taken Report : 2016-17

Plan of Action	Achievements
I) Academic programme	
Releasing Wall Papers <i>Bijankur, Yugantar, Arthaboda and Vasundhara</i>	<i>Bijankur, Yugantar</i>
Releasing college Miscellany – <i>Mudhai</i>	Released
Organization of Guest Lecture/s for individual subjects/Departments/Staff Academy	Organized
Organization of Seminar/Workshops	Organized
Collection of news clippings / advertisement on relevant topics	Collected
Promoting college staff to participate in RC/OC and other seminars/workshops, Faculty Improvement Programmes	Participated
Celebration of various Days / Cultural Programmes	Celebrated
Administrative Office	
timely office correspondence	Maintained Files
Executing AMC's for the year 2016-17	Executed AMCs
Purchasing/Printing and maintaining Stationary for the college	Purchased / Printed
Maintain college records / registers / files	Maintained
Executing MoUs	Executed
II) Infrastructure : I) Physical:	
Maintenance and repairing work of the furniture and fixtures as per the requirements	Maintained
Developing Sports Ground	Developed
Purchase of Furniture and other required items	Purchased
2) Academic:	
Augmentation of College Library	Augmented
Development / Improvement in Library facilities	Improved
Purchasing sports goods	Purchased
III) Support Services : Admission Committee (Scholarships)	
Preparing College Prospectus 2016-17	Prepared (English)
Preparing and distributing admission list (as per the roll- call)	Lists Distributed

Displaying procedures, lists and notices of admission committee	Displayed
Filling forms of Scholarships such as GOI, Usty, OBC, Non-Hindi, etc.	Completed
To keep follow-up of the scholarships procedures	kept follow-up
Teaching Plan and Catalogues, Student Feed Back	
Printing of Daily Roll Calls (Catalogues) if necessary	---
Updating Teaching Plans, Catalogues, Time-tables, Individual Time-tables and Academic diaries	Updated and maintained
Feed Back	filled-in / analyzed
Library (LAC)	
Distributing I'Cards, B'Cards (Smart Card – Bar code enabled)	Distributed
Book purchase and accession and maintaining related registers	Purchased and Accessed
E-journals downloading, newspaper clipping, info-services,	work done
Starting Library website	work in progress
Upgrading computerised library in various aspects of development such as circulation system and library book installation	work in progress
Subject-wise newspaper clippings to be maintained	maintained e-service
Renewal of Periodicals and Journals	Renewed
Binding of old question papers and periodicals, journals and books	Volumes Ready
Continuing IT-corner and Career Corner, Prabodhan Series and Current Awareness Service and Selective Dissemination of Information (CAS and SDI)	continued services
Monitoring timely Stock-taking procedure	monitored
Department of Student Welfare:	
Formation of Student Council as per the University Guidelines	formed student council
Participation in Parliament of Students / different seminars/conferences for students	Participated
Reviewing University sponsored bi-cycle scheme	Distributed cycles
Distribution of Student Aid Fund to the needy students of the college	SAF distributed
Standing Committee	
Formation of Standing Committee	Committee formed
Following the standard procedures of the Standing Committee	work done
Examination Committee:	
Arranging Home Assignments / Seminars / Group Projects for continuous assessment	Assessment done and Record maintained by the individual teacher

Assessment of Internal Examinations within the given time frame	Assessment done
Submission of all DUDC documents following the university circulars	work done
Conducting university examinations (Regular and Repeater)	Exams conducted as per the usty time frame
Alumni Association:	
Arranging Alumni meet, Parent's Meets	Meets arranged
Student/parent visits for admissions / attendance / examinations etc	Visited students / Parents
Fund raising activities from Alumni Association	---
Occasional correspondence with the Alumni	done
Staff Academy and Research Guidance Cell	
Organize timely lectures in Staff Academy (every Month – July to March)	Lectures organized / arranged
Information, Broadcast and Photo Committee:	
Preparing and submitting News Item to Press of the college programmes	Prepared
Maintain News file	Maintained
scanning all photo items in a flash drive	scanned and maintained
updating Teacher's Profile	profiles updated
Competitive Examination and Vocational Guidance: Career Guidance Cell	
Correspondence for the re-approvals of the sanctioned courses form the university	Got the sanction for the existing courses
Foundation batch of MPSC Preliminary Examination	Started the Batch
Updating / maintain / formatting Sewing machines / computers	gazettes maintained
Guidance / Counselling for MPSC Main Exam	Guided the registered students
Displaying various advertisements / news items related to recruitment and awareness	Various Ads displayed
Organization of Coaching Classes for both written examinations and interview techniques	---
Organize a programme on 'Career Guidance' / Free Counselling	organized a drive
To run a Certificate Course in Spoken English, Certificate Course in Tally/DTP (Lok Vikas Kendra, Shivaji University, Kolhapur)	Some Programmes conducted
To run a Certificate Course in Fashion Designing (Adult and Continuing Education and Extension Work Department, Shivaji University, Kolhapur) and other Certificate Courses	Programme conducted

Book purchase for the Competitive Examinations	--
Anti-Ragging. Grievance Redressal Cell and Prevention against Sexual Harassment Cell	
Receiving Anti-ragging Affidavits from the students and parents	Affidavits Maintained
Maintaining complaint boxes in the campus, monitoring them and take necessary actions as per the requirement	Complaint Boxes maintained / monitored
Organize an awareness drive for the students about the working of the cell	--
Viewing Audio-visuals the awareness of Women's health	Screened
Organize an awareness programme on 'Health awareness' / Awareness Rally	organized
Celebrating days such as: <i>Savitribai Phule Jayanti</i> , Women's Day	Days celebrated
Purchase Committee	
Following Purchase Committee Procedure for every purchase of more than Rs.5000/-	Procedures followed
Following Tender Procedure for every purchase of more than Rs.50,000/-	Procedure followed
IQAC	
Updating / collecting DATA (A.Y. 2016-17)	Data collected
Monitoring college activities through IQAC	Monitored activities
Preparation and submission of College AQAR	Prepared AQAR
Lead College Scheme	
Submitting proposals for sanction for the year 2016-17 to the Lead College	Proposals submitted and received sanction
Running activities under Lead College Scheme of Shivaji University, Kolhapur	Organized activities of the Lead College Scheme
Participation under various activities of the Lead college: Shivaji College, Satara	Participated in various activities of the Lead College Scheme
Campus Maintenance and Beautification	
Routine maintenance / cleaning of college campus, toilets, water tanks / surroundings	Maintained college campus
Plantation (as per the need) and maintaining the Landscape	organized tree plantation drive
Repairing work wherever necessary	work done
Maintaining Computers, furniture, Fixtures and other gazettes as per the need may be	maintained as per the requirements

UGC Proposals and Correspondence	
Submitting proposal for national /state level seminars / workshops	Waiting for the reply
Follow-up of the proposals	Kept follow-up
Utilization of the received grants	utilized and submitted certification
Collecting new information about the UGC and other Grant Schemes	in progress
Teaching and non-teaching co-ordination committee:	
Arranging meetings of the teaching and non-teaching staff	arranged meets
Gymkhana	
Verification of sports goods/material	Dead stock verified
Organization of Sports Tournaments (male/female) as per the sanction of the Board of Sports, Shivaji University, Kolhapur and Satara Zonal Sports Meet	---
Optimum utilization of multi-gym for the warm-up activities and maintain fitness of the college sports students	work done
Participation in Zonal, Inter-zonal and University sports events	participated
Conducting university Compulsory Physical Education Test for B.A./B.Com. I students	conducted the exams
Observing Gymkhana Day in the college	Celebrated the Gymkhana Day
Prize Distribution	
Demanding Monetary assistance and purchasing Shields within the time-frame	Received the assistance
Preparing /printing Certificates for the meritorious students	work done
Supporting Prize Distribution Ceremony (Gymkhana Day)	Celebrated
Debate, Elocution, Essay and College Miscellany	
To prepare the college students for participating in various Debates/Elocutions programmes, Essay competitions and displaying circulars / invitations of various colleges / institutions	encouraged the students
Participation in various Debates/Elocutions programmes, Essay competitions	Participated
Organization of Essay competitions	organized
College Cultural (Kalavishkar)	
Participating in District Level and Central Level Youth Festival of Shivaji University	Participated
Participation in Satara district Youth Festival	Participated

College Tours and Nature Club:	
Organize 'Cultural Day' in the college	Celebrated
Arranging a lecture on Environment	Prepared Green Report
Arranging a Nature tour for the college staff	Arranged the tour
Arranging college tour	Arranged
National Service Scheme:	
Enrolment and registration	work done
Conducting Regular Programmes:	conducted programmes
Special Camp: Organizing a 7 day Residential Camp of the college	organized the Camp
Participation of Volunteers in programmes such as: Tree plantation, HIV/AIDS, Pulse Polio, <i>Shahid Jawan Jyot</i> , Health Awareness , Water Conservation, Pollution Control, <i>Nirmal Gram Abhiyan etc.</i>	Volunteer Participated in various activities
Observing timely Office correspondence with the university	maintained

Best Practices – I

1. Title of the Practice : The Torch for the Martyr Soldier (<i>Shahid Jawan Jyot</i>)
2. Goal
<ul style="list-style-type: none"> ☉ to enhance the feeling of respect among the students regarding the martyr soldiers ☉ to strengthen the feeling of nationalism amongst the students ☉ to strengthen the feeling of patriotism amongst the students <p>College, through this Torch for the Martyr Soldier, tries to make the students aware with the above mentioned goals.</p>
3. The Context
<p>India is having a great cultural, social and historical heritage. Many have fought to preserve the sovereignty of India since ages. 1947, the year of Liberation, has given us freedom after a long struggle of more than hundreds of years. Many freedom fighters have devoted their life for availing this freedom. Today, it is our responsibility to defend this freedom.</p> <p>The soldiers, especially working on the fronts / borders, work day-in and day-out to protect the borders / the freedom.</p> <p>We know that not only borders but the inner cities in India and the Parliament itself have undergone some terrorist attacks. The National-International problems like Naxalism, Terrorism, Bodo problem, LTTE crisis, Border clashes give birth to open firings, blasts, human-bombs, open blood-shed etc, in which our defense personnel gets perished.</p> <p>The country pay homage to these Martyrs by continuously lighting the <i>The Amar Jawan Jyoti</i>, and also pay homage by rewarding them posthumously by the awards such as <i>Param Veer Chakra</i>, <i>Ashok Chakra</i> and other such awards on the occasion of Republic Day, every year.</p> <p>Taking into consideration the motto Jai Jawan Jai Kisan our college is observing The Torch for the Martyr Soldier (<i>Shahid Jawan Jyot</i>) since its inception.</p>
4. The Practice
<p>This practice is being run in this college as a special activity on every Republic Day, (26th January). The National Service Scheme (NSS), with the help of its volunteer, has taken initiative to observe this Practice. It prepares its action plan at the beginning of the year and follows it, it is as follows:</p> <ul style="list-style-type: none"> ☉ The committee, in consultation with the Principal and the stakeholders, finalizes the place for the martyr torch each year ☉ the college communicates its visit by corresponding to the concerned <i>Grampanchayat</i> and the members of the Martyr's family ☉ the college receives consent from the <i>Sarpanch</i> and the family members of the Martyr ☉ on the eve of the Republic Day, NSS volunteers reports the NSS Programme Officer

<ul style="list-style-type: none"> ☉ the NSS Programme officer instructs the Volunteers regarding the plan of action ☉ the Programme Officer, the Volunteers and the staff starts for the destination on the eve of the Republic Day ☉ At the early dawn / before the sunrise the PO, the volunteer, the staff, the <i>Sarpanch</i>, and villagers gathers together in the house of the Martyr ☉ The gathering visits the Martyr's house / family where they makes the <i>Pooja</i> of the Martyr Photograph by lighting the lamp and offering the flowers. ☉ Then, with the hands of the Martyr's father/mother, the Martyr Torch gets lightened and is followed by the national anthem and slogans ☉ This gathering, then, starts the procession here and moves through the village. ☉ Then it starts its march towards the college having a torch in hand followed by slogans, placards and the accompanying volunteers ☉ This procession, when reaches the village, gets a warm reception by the villagers. ☉ The Principal, the management members and the college students receive the Martyr's Torch (<i>Shahid Jawan Jyot</i>) with full pride and enthusiasm in the campus ☉ The students and volunteers give salute to the Torch followed by the slogans ☉ This is followed by flag hoisting, national anthem, patriotic songs, & cultural program ☉ The Torch is kept burning throughout the day.
5. Evidence of Success
<p>The activity helped to achieve the designed goals like to enhance the love, awareness and respect among the students regarding the martyr soldiers, and to strengthen the feeling of nationalism and patriotism amongst the students</p> <p>The activity had a great response and a wide applaud in the society. The number of participants taking part in this activity is increasing per year.</p> <p>The practice has created good relationships with the Martyr's village and his family.</p>
6. Problems Encountered and Resources Required
<p>Problems Encountered :</p> <ul style="list-style-type: none"> ☉ Night travelling is required to reach the Martyr's village which is a bit risky <p>Resources required to implement the practice</p> <ul style="list-style-type: none"> ☉ A torch and other required material ☉ Travelling facility and Two wheeler escort
7. Notes (Optional)

Best Practices – II

1. Title of the Practice : Catch a copy (Examination Malpractice) and win Rs. 1000/-
2. Goal
<ul style="list-style-type: none"> ☉ to improve the educational quality of students ☉ to impart quality and value based education ☉ to increase study approach of the students ☉ to inspire the self-study amongst the students ☉ to create disciplinary atmosphere and conduct examinations smoothly ☉ to prepare the students to face the competitive world
3. The Context
<p>The present age is the age of LPG, i.e. liberalization, privatization and globalization. The educational system today is no exception to the impact of this LPG formula. The basics of education are the Teaching-Learning-Evaluation process, whereas the Value Education is a key word these days.</p> <p>We, as an Educational Institute, try to impart value based education to the students. There are certain problems of higher education these days. Higher education is observing a considerable Drop out these days. The student attendance in the class is another problem. Students fail to cope-up with the recent changes of the revised syllabi.</p> <p>The outcome of these problems of higher education can be seen in the Evaluation Process. It is a commonly observed thing that the students these days easily fall prey to the malpractice of copying.</p> <p>To prevent students from copying and to make the examination system friendly we promote the practice named <i>Catch a copy and win Rs. 1000/-</i></p>
4. The Practice
<p>This practice is being run in this college as a special activity since its inception with the support the Management.</p> <p>We follow it in every Examination (Internal Assessment and External Assessment)</p> <p>The Principal's reiterates this practice in his welcome speech and we also notify it in the college Prospectus.</p> <p>The concerned Practice is followed as the following:</p> <ul style="list-style-type: none"> ☉ All the student are informed about the practice at the beginning of the year ☉ The Management has supported with a Resolution regarding the scheme of <i>Catch a copy and win Rs. 1000/-</i> ☉ The college teachers and the various college committees' makes awareness amongst the students to keep abstain from the act of copying. ☉ The college has an Examination Committee to run the Internal and External Evaluation as per the University Schedule ☉ This Examination Committee formulates a '<i>Dakshata Samiti</i>' to observe the fair

<p>practice of the examination</p> <ul style="list-style-type: none"> ☉ This committee goes through a physical checking of every single examinee before the commencement of each paper ☉ If found copied, the <i>Samiti</i> asks him/her to confess about the misdeed ☉ It also instructs the students regarding the Scheme / Practice before the examination ☉ The Junior supervisor / Senior Supervisor / External Senior Supervisor takes utmost cares to make this Practice a fair Practice ☉ If the university flying squad finds a student copying in the Examination hall, the college offers an amount of Rs. 1000/- to the squad
5. Evidence of Success
<p>The impacts of this practice are:</p> <ul style="list-style-type: none"> ☉ all the examinations are strictly conducted with rules and regulations ☉ the study attitude is increased among the students ☉ the passing percentage got hike amongst the students having low academic profile ☉ this practice has made its impact on adjoining colleges. Other educational institutions have started copying it. ☉ this young college has become eminent and renowned in the jurisdiction of Shivaji University through this scheme
6. Problems Encountered and Resources Required
<p>Problems Encountered :</p> <ul style="list-style-type: none"> ☉ the students enrolled under distance education and the irregular students proves troublesome at the time of examination regarding the act of copying <p>Resources required to implement the practice</p> <ul style="list-style-type: none"> ☉ <i>Dakshata Samiti</i> ☉ Promptness in Junior / Senior Supervisions
7. Notes (Optional)

8. Contact Details	
Name of the Principal:	Dr. Bharat N. Bhosle
Name of the Institution:	Prof. Sambhajirao Kadam College, Deur (Satara)
City:	Deur, Taluka-Koregaon, Dist. Satara
Pin Code:	415524
Accredited Status:	Accredited B (2009)
Work Phone :	02371-254368
Fax:	02371-254368
Website:	pskcollegedeur.com
E-mail :	principalpskcd@gmail.com
Mobile:	

8. Plan of the Institute 2017-18

I) Academic programme

- Releasing college Miscellany - *Mudhai*
- Organization of Guest Lecture/s for individual subjects/Departments/Staff Academy
- Organization of Seminar/Workshop (Usty/State/National Level)
- Collection of news clippings / advertisement on relevant topics
- Promoting college staff to participate in RC/OC and other seminars/workshops
- Celebration of various Days / Cultural Programmes

Administrative Office

- Maintain office correspondence
- maintain Stock Register of the office stationary
- Executing AMC's for the year 2017-18
- Purchasing/Printing Stationary for the college
- Maintain college records / registers / files / service books

II) Infrastructure :

1) Physical:

- Maintenance / repairing of the building and furniture (*if required*)
- Maintaining Sports Ground
- Purchase of Furniture (*if required*)
- Purchasing sports goods
- Maintaining Multy-gym
- Development / Improvement in Library facilities

III) Support Services :

Admission Committee (Scholarships)

- Preparing College Prospectus 2017-18
- Preparing Action Plan of the Admission Committee
- Follow-up of the admission process
- Preparing and distributing admission list (for the roll- calls)
- Following Scholarships Procedure : GOI, Usty, OBC, Non-Hindi, etc.

Teaching Plan and Catalogues, Student Feed Back

- Printing of Daily Roll Calls (Catalogues) if necessary
- Updating Teaching Plans, Catalogues, Time-table, Academic diaries
- Feed Back forms and analysis

Library (LAC)

- Distributing I'Cards, B'Cards
- Book purchase and accession
- E-journals downloading, newspaper clipping, info-services,
- Updating College Library website
- Upgrading computerised library in various aspects of development such as circulation system and library book installation
- Subject-wise news paper clippings, e-services
- Renewal of Periodicals and Journals
- Binding of old question papers and periodicals, journals and books
- Continuing IT-corner and Career Corner, Motivational Frame, Commerce Updates, *Prabodhan* Series and Current Awareness Service and Selective Dissemination of Information (CAS and SDI)
- Monitoring timely Stock-taking procedure

Department of Student Welfare:

- Formation of Student Council as per the University Guidelines
- Participation in Parliament of Students / different seminars/conferences for students
- Reviewing University sponsored bi-cycle scheme
- Distribution of Student Aid Fund to the needy students of the college
- Completing Group Insurance Procedure

Standing Committee

- Formation of Standing Committee
- Following the standard procedures of the Standing Committee

Examination Committee:

- Arranging Home Assignments / Seminars / Group Projects for continuous assessment
- Assessment of Internal Examinations within the given time frame
- Finalizing student Eligibility
- Submission of all DUDC documents following the university circulars

- Conducting university examinations (Regular and Repeater)

Alumni Association:

- Arranging Alumni meet
- Student/parent visits for admissions / attendance / examinations etc
- Fund raising activities from Alumni Association
- Occasional correspondence with the Alumni
- Arranging Parent's Meets

Staff Academy and Research Guidance Cell

- Organize timely lectures in Staff Academy (every Month – July to March)

Information, Broadcast and Photo Committee:

- To Prepare and submit News Item to Press of the college programmes
- Maintain News file
- scanning all photo items in a flash drive
- updating Teacher's Profile
- updating college website

Competitive Examination and Vocational Guidance: Career Guidance Cell

- Correspondence for the re-approvals of the sanctioned courses from the university
- Foundation batch of MPSC (Preliminary Examination)
- Updating / maintain / formatting Sewing machines / computers
- Guidance / Counselling for MPSC Main Exam
- Displaying various advertisements / news items related to recruitment and awareness
- Organization of Coaching Classes for both written examinations and interview techniques
- Organize a programme on 'Career Guidance' / Free Counselling
- To run various Certificate Courses
- Book purchase for the Competitive Examinations

Anti-Ragging, Grievance Redressal Cell and Prevention against Sexual Harassment Cell

- Receiving Anti-ragging Affidavits from the students and parents
- Maintaining complaint boxes, monitoring them and take necessary actions (*if required*)
- Organize an awareness drive for the students about the working of the cell
- Maintain discipline in the campus
- Viewing Audio-visuals, making awareness of Women's health

- Organize an awareness programme on 'Health awareness' / Awareness Rally
- Celebrating days such as: *Savitribai Phule Jayanti*, Women's Day

Purchase Committee

- Following Purchase Committee Procedure for every purchase of more than Rs.5000/-
- Following Tender Procedure for every purchase of more than Rs.50,000/-

IQAC

- Updating / collecting DATA (A.Y. 2016-17)
- Monitoring college activities through IQAC
- Preparation and submission of College AQAR
- Making Compliance of PTR-2015

Lead College Scheme

- Submitting proposals for sanction of the Lead College
- Running activities under Lead College Scheme
- Participation under various activities of the Lead college: Shivaji College, Satara

Campus Maintenance and Beautification

- Routine maintenance / cleaning of college campus, toilets, water tanks / surroundings
- Plantation (as per the need) and maintaining the Landscape
- Repairing work wherever necessary
- Maintaining Computers, furniture, Fixtures and other gazettes as per the need

UGC Proposals and Correspondence

- Submitting proposal for indoor gymnasium hall, language lab, women's hostel
- Submitting proposal for national /state level seminars / workshops
- Submitting proposal for Major/Minor Research Projects
- Follow-up of the proposals
- Utilization of the received grants

Teaching and non-teaching co-ordination committee:

- Arranging meetings of the teaching and non-teaching staff
- Arranging sports / cultural activities for the teaching and non-teaching staff

Gymkhana

- Verification of sports goods/material

- Organization of Sports Tournaments (male/female) as per the sanction of the Board of Sports, Shivaji University, Kolhapur and Satara Zonal Sports Meet
- Optimum utilization of multi-gym (warm-up / fitness of the sports students)
- Participation in Zonal, Inter-zonal and University sports events
- Conducting university Compulsory Physical Education Test for B.A./B.Com. I students
- Observing Gymkhana Day in the college

Prize Distribution

- Demanding Monetary assistance for purchasing Shields
- Purchasing Shields within the time-frame
- Preparing /printing Certificates for the meritorious students
- Supporting Prize Distribution Ceremony (Gymkhana Day)

Debate, Elocution, Essay and College Miscellany

- To prepare the college students for participating in various Debates/Elocutions programmes, Essay competitions and displaying circulars / invitations of various colleges / institutions
- Participation in various Debates/Elocutions programmes, Essay competitions
- Organization of Essay competitions

College Cultural (*Kalavishkar*)

- Participating in District Level and Central Level Youth Festival of Shivaji University
- Participation in Satara district Youth Festival
- Organize 'Cultural Day' in the college
- Celebrating various Days in the college

College Tours and Nature Club:

- Arranging a lecture on Environment
- Arranging a Nature tour for the college staff
- Arranging college tour

National Service Scheme:

- Enrolment and registration
- Regular Programmes:
- Special Camp: Organizing a 7 day Residential Camp of the college
- Participation of NSS Students / Volunteers in the programmes such as:

- Tree plantation, HIV/AIDS, Pulse Polio, *Shahid Jawan Jyot*, Health Awareness, Water Conservation, Pollution Control, *Nirmal Gram Abhiyan etc.*
- Observing timely Office correspondence with the university

Forum of Languages / Social Sciences:

- Display of a wall paper entitled '*Yugnadhar*'
- Display of a wall paper entitled '*Beejankur*'
- Display of a wall paper entitled '*Arthabodh*'
- Organizing workshop/seminar under the forum of social sciences
- Participating various workshops/seminars under forum of social sciences
- Participating various workshops/seminars under forum of Languages
- Value Education Workshop in collaboration with Bahai Academy, Panghgani
- Research oriented workshop / Programme in collaboration with KBPIRM, Satara

Place : Deur

Date ; 16th Dec., 2017

Coordinator, IQAC



Chairperson, IQAC