

!! Bahujan Hitay !!

Shri Mudhaidevi Shikshan Sanstha's

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

**Annual Quality Assurance Report (AQAR)
2017-18**

(Prepared by Internal Quality Assurance Cell as per the Revised
Accreditation Framework in November, 2017)

Submitted to

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

December - 2018

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 |

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|-----|-----------------------|-----------------------------|----------|-------------|-----------------------|------------------|
| 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 |

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| 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 2016-17 submitted to NAAC on 26.12.2017 |
| 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 | 3 |
| | Alumni | 3 |
| | 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 |
|------------------------|-------------------------------|--|-------------------------------------|--|
| Ph.D. | --- | --- | --- | --- |
| UG | 02 | --- | --- | --- |
| PG/ Advanced Diploma | --- | --- | --- | --- |
| Certificate | 07 | --- | 07 | 07 |
| Others | --- | --- | --- | --- |
| Total | 09 | --- | 07 | 07 |
| 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 03 years. There is no Revision in this AY-2017-18 |
| 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 | 15 | | |
| | Associate Professors | 00 | | |
| | Professors | 01 | | |
| | Others | 07 (CHB) | | |
| 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 | 14 | 01 | |
| | Associate Professors | 00 | 00 | |
| | Professors | 01 | 00 | |
| | Others | 07 (CHB) | 00 | |
| | Total | 22 | 01 | |
| 2.4 | No. of Guest and Visiting faculty and Temporary faculty | Guest – 00 | Visiting – 02 | Temporary – 07 |

| | | | | |
|-----|---|---------------------|----------------|-------------|
| 2.5 | Faculty participation in conferences & symposia | | | |
| | No. of Faculty | International level | National level | State level |
| | Attended Seminars/ Workshops | 03 | 02 | 08 |
| | Presented papers | 02 | 23 | 01 |
| | 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) | 182 |
| 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 | 80% |

| | | |
|------|---|--|
| 2.11 | Course/Programme wise distribution of pass percentage : | Semester 1 / 3 / 5: Oct./Nov. 2017 Semester 2 / 4 / 6: Mar./Apr. 2018 Consolidated Result of the Programme |
|------|---|--|

| Title of the Programme | Total no. of students appeared | Consolidated Result A.Y. 2017-18 | | | |
|------------------------|--------------------------------|----------------------------------|------|------|-------------|
| | | Dist. | I | II | Pass / ATKT |
| B.A. - I | N.A. | N.A. | N.A. | N.A. | N.A. |
| B.A. – II | 75 | 02 | 03 | 36 | 05/06 |
| B.A. – III | 68 | 01 | 12 | 28 | 00/00 |
| B.Com.- I | N.A. | N.A. | N.A. | N.A. | N.A. |
| B.Com.- II | N.A. | N.A. | N.A. | N.A. | N.A. |
| B.Com.- III | 31 | 02 | 04 | 16 | 00/00 |

| | | |
|------|---|---|
| 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, |
|------|---|---|

| | | |
|------|--|--|
| | | 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. | 03 |
| | Others | 00 |

| | | | | | |
|------|---|-------------------------------|----------------------------|--|--|
| 2.14 | Details of Administrative and Technical staff | | | | |
| | Category | Number of Permanent Employees | Number of Vacant Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
| | Administrative Staff | 07 | 01 | 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> |
|-----|--|--|

| | | | | | |
|-----|---|-----------|---------|------------|-----------|
| | 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 | 02 | 00 | 00 |
| | Non-Peer Review Journals | 03 | 03 | 00 |
| | e-Journals | 00 | 00 | 00 |
| | Conference proceedings | 02 | 23 | 00 |
| | Magazine / Periodicals | 00 | 00 | 01 |

| | | |
|-----|--|-----|
| 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 | --- | --- | --- | --- |
| Students research projects <i>(other than compulsory by the University)</i> | --- | --- | --- | --- |
| Any other(Specify) | --- | --- | --- | --- |
| Total | --- | --- | --- | --- |

| | | |
|-----|--|-----|
| 3.7 | No. of books published | |
| | i) With ISBN No | 02 |
| | Chapters in Edited Books | 02 |
| | 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 | 03 |
|------|---|----|

| Level | International | National | State | University | College |
|---------------------|---------------|----------|-------|------------|---------------------|
| Number | --- | --- | --- | --- | 03 |
| Sponsoring agencies | --- | --- | --- | --- | Lead College Scheme |

| | | |
|------|---|-----------------|
| 3.12 | No. of faculty served as experts, chairpersons or resource persons | 06 |
| 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) 02 • Dr. P.V. Patil (Geography) 04 • Dr. S. U. Chavare (Hindi) 01 |
| 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 | 02 |
| 3.21 | No. of students Participated in NSS events | 22 |
| | University level | 22 |
| | 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 | 10 |
| | NCC | 00 |
| | NSS | 22 |
| | Any other | 00 |
| 3.26 | Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility | Water Literacy Awareness Programme (Construction and Maintenance of Water Reservoirs) AIDS Awareness Programme Haemoglobin and Blood Group Check-up Camp International Population Day Organized International Yoga Day Participation in Student Leadership Programme Celebrated Awareness Programme for National Voters <i>Mahila Melawa</i> (Women's Get-to-gather) Tree Plantation Programme Shahid Jawan Jyot 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 20.75r | --- | --- | 9 Acre 20.75r |
| Class rooms | 10 | --- | --- | 10 |
| Laboratories (ICT & LL) | 02 | --- | --- | 02 |
| Seminar Halls | --- | --- | --- | --- |
| No. of important equipments purchased (\geq 1-0 lakh) (2013-14) | 195 | 01 | College Fund | 196 |
| Value of the equipment purchased during the year (Rs. in Lakhs) | 59.16887 | 8.00600 | | 67.45387 |
| Others | 235 | 57 | --- | 292 |
| Value of the equipment purchased during the year (Rs. in Lakhs) | 5.80183 | 0.482 | --- | 6.28383 |

| | | |
|-----|---|---|
| 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"> • Upgradation of selected modules in Library Software: <i>System Admin, Acquisition, Indexing, Serial Control and Reports, etc.</i> • Computerised circulation & Bar coding of Library reading material • Smart Bar Code enabled Library Borrowers' Card / ID Card prepared and distributed to the users • Library e-mail and website redesigned |
|-----|---|---|

| | | |
|--|--|---|
| | | http://pskcdlibrary.webs.com <ul style="list-style-type: none"> • Digital Attendance System is in place in IT section of the Library • Online information services delivered through email, WhatsApp and LFD TV • Digital Library Software 'Calibre' installed and selected e-books uploaded. |
|--|--|---|

4.3 Library services:

| | Existing | | Newly added | | Total | |
|------------------|----------|-----------|-------------|----------|-------|-----------|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 6025 | 477341.75 | 785 | 74830.00 | 6810 | 552171.75 |
| Reference Books | 2396 | 817163.00 | 223 | 69668.00 | 2619 | 886831.00 |
| e-Books | 59 | 0.00 | 60 | 0.00 | 119 | 0.00 |
| Journals | 52 | 33610.00 | -- | -- | 52 | 33610.00 |
| e-Journals | -- | -- | -- | -- | -- | -- |
| Digital Database | 01 NDL | 5700.00 | -- | -- | 01 | -- |
| 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 | 50+02 PC+LT | 01 | 02+43 | -- | -- | 01 Software | 05 | Software 02 |
| Added | -- | -- | -- | -- | -- | -- | -- | -- |
| 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-CIT: A Government Initiated IT enabled Training Programme (Self-Funded) approved Government of Maharashtra (MKCL) (Duration 03 Months : No. of Students - 30) |
| 4.6 | Amount spent on maintenance in lakhs : | 2.0995 |
| | i) ICT | 0.6639 |
| | ii) Campus Infrastructure and facilities | 1.0100 |
| | iii) Equipments | 0.4256 |
| | 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 analysed 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 | 2017-18 |
| | UG | 541 |
| | PG | 00 |
| | PH.D. | 01 |
| | M.Phil. | 00 |
| | Others (BEG, FD, MS-CIT) | 50 |
| | (b) No. of students outside the state | 00 |

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

| Last Year (2016-17) | | | | | | This Year (2017-18) | | | | | |
|---------------------|----|----|-----|-----------------|-------|---------------------|----|----|-----|-----------------|-------|
| General | SC | ST | OBC | Phy. Challenged | Total | General | SC | ST | OBC | Phy. Challenged | Total |
| 324 | 68 | 01 | 135 | 00 | 528 | 323 | 69 | 00 | 149 | 00 | 541 |

| | | |
|--|--------------|------------|
| | 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 | 30 |
| 5.5 | No. of students qualified in these examinations | 00 |
| | NET | 01 |
| | SET/SLET | 00 |
| | 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 | 541 |

| | | | |
|-----|---------------------------------|---------------------------------|---------------------------|
| 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 | --- |
|-----|--|-----|

| | | | | |
|-----|---|------------------|----------------|---------------------|
| 5.9 | Students Activities | | | |
| | 5.9.1 Number of students Participated in Sports, Games and other events | | | |
| | State Level | University level | National level | International level |
| | 00 | 00 | 00 | 00 |
| | No. of students participated in cultural events | | | |
| | State Level | University level | National level | International level |
| | 00 | 02 | 00 | 00 |
| | 5.9.2 No. of medals /awards won by students in Sports, Games and other events | | | |
| | State Level | University level | National level | International level |
| | 00 | 02 | 00 | 00 |

| | | | |
|------|---|--------------------|-----------|
| 5.10 | Scholarships and Financial Support | | |
| | | Number of students | Amount |
| | Financial support from institution (SAF) | 13 | 6950.00 |
| | Financial support from government | | |
| | SC/OBC/SBC/VJNT (Freeship) | 171 | 694344.00 |
| | EBC Scholarship | 147 | 6615.00 |
| | Financial support from other sources | | 484714.89 |
| | Gymkhana Player Scholarship | 00 | 00.00 |
| | 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 | 05 |
| 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 |

| | | |
|--|----------------------------------|---|
| | | <p>respective Boards regarding the revisions</p> <ul style="list-style-type: none"> 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 related to Research Work 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 |

| | | |
|--|--|---|
| | | <p>Seminars/Conferences</p> <ul style="list-style-type: none"> ☉ Promoting to publish research papers in reputed journals / periodicals ☉ Made NDL database available ☉ 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 equipment such as LCD projector, Interactive Panel, Laptop, Internet facility with LAN, Reprographic facilities, bibliographic services, electronic document delivery, e-books, CAS/SDI • 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. |

| | | |
|--|--|---|
| | | <ul style="list-style-type: none"> • 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. • Provided a 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. |
| | | All Classrooms are Digital |
| | 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 statues framed by the Shivaji University. ☞ The vacant posts are first communicated to Hon'ble Joint Director of the Higher Education, and the University. ☞ 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 assist 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. 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</p> |

| | | |
|------|---|---|
| | | Books in case of students' demand Reassessment is done, if demanded within the university time-frame and guidelines |
| 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 | College has its own Registered Alumni Association This Alumni Association conducts if official business on the college campus It offers its help in organizing Cultural Programmes, helps in the activities like NSS, Youth Festival and other college activities Participated in a Tree Plantation Drive It has set Prize Scheme for the Ranker students of the college in University Examinations |
| 6.12 | Activities and support from the Parent – Teacher Association | Organise Parents' get-to-gather drives Door-to-door visits by the teachers |
| 6.13 | Development programmes for support staff | Supporting its support staff with a dress code/Uniform once in a year organized a workshop entitled 'Role of Automation in Office Administration' in the college |
| 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., 2017 |

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. <i>*Give details.</i> | <ol style="list-style-type: none"> 1. Introduced Attendance Monitoring Committee to monitor the overall progress of the students 2. Introduced MSCIT for the IT Literacy among the college students 3. Started Trade Fair Day for Commerce Students |
| 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> <i>*Provide the details in annexure (annexure need to be numbered as i, ii,iii)</i> | 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 Tree Plantation Programme ☞ Water Conservation Programme ☞ Self-Reliance in Electricity Generation – a 10kv Wind and Solar Hybrid Plant ☞ Maintenance of Water Reservoirs ☞ Environmental Awareness Rally ☞ Group Projects on Environmental Awareness and Global Warming ☞ Organization of Environmental Tours ☞ 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 |
| | <p>Strength:</p> <ul style="list-style-type: none"> • Well-equipped and ICT enabled Classrooms • Natural Environment, Eco-friendly Campus • Qualified, Experienced and Research Oriented Faculty • WI-FI Campus with Amiable Atmosphere and Good Academic Ambience • Initiative to run variety of Programmes, Diversity in Skill Based Courses <p>Weakness:</p> <ul style="list-style-type: none"> • Lack of PG Courses | |

| | | |
|-----|---|---------------------|
| | <ul style="list-style-type: none"> • Inadequate funding from G/NG Agency Sponsored Research Projects • Limitations in Placement, Job Opportunities, Industry Based Consultancy • Limited selective choice for students, lack of professional course/s • Lack of Financial Resources <p>Opportunities:</p> <ul style="list-style-type: none"> • Starting New UG / PG / Professional Courses • Starting COC, IDS courses • Introducing Short Term Courses for Women Empowerment, Gender Equality, etc. • Enhancing use of ICT at all levels • Research Opportunities Local, Social Issues • Promotion of Skill Development of Programmes • Grabbing the rural potential for competitive examinations • Organize State/National/International Level Seminars / Conferences • Establishing a Women’s Study Centre <p>Threats (Challenges):</p> <ul style="list-style-type: none"> • Introduce Job Oriented Education System • Overall Empowerment of Students • Introduction of New, Skill Based, Market Oriented, Self-Funded Courses • The drop-out rate in almost all the courses/classes, especially girl students • Little response to the ongoing short term self-funding courses | |
| 8.0 | Plans of institution for next year | See Annexure – VIII |

Place : Deur

Date ; 22nd Dec., 2018

Coordinator, IQAC

Chairperson, IQAC



Plan of Action of the IQAC and its Outcome: 2017-18

| 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: 2017-18

| 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 | Satis factory | Unsatis factory |
| 1 | B.A.I | 70.66 | 28.66 | 00.66 | 00.00 |
| 2 | B.A.II | 67.77 | 30.69 | 01.52 | 00.00 |
| 3 | B.A.III | 75.12 | 22.19 | 02.68 | 00.00 |
| 4 | B.COM.I | 56.44 | 43.56 | 00.00 | 00.00 |
| 5 | B.COM.II | 50.66 | 48.88 | 04.44 | 00.00 |
| 6 | B.COM.III | 76.66 | 16.66 | 06.66 | 00.00 |
| 7 | | VERY GOOD | GOOD | SATISFAC TORY | UNSATISF ACTORY |
| | Total Count in % | 66.21 | 31.77 | 02.66 | 00.00 |

| | 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 | 211 | 97 | 93 | 53 | 51 | 36 |
| B | Total number of Students submitting the Feedback form | 50 | 40 | 40 | 25 | 25 | 20 |
| C | Average of Students submitting the Forms | 23.69 | 41.23 | 43.01 | 47.16 | 49.01 | 55.55 |

(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 | 72.50 | 25.00 | 02.50 | 00.00 |
| 2 | Dr.D.B.Shedage | 65.00 | 21.00 | 14.00 | 00.00 |
| 3 | Dr. D.J.Owale | 58.00 | 30.00 | 12.00 | 00.00 |
| 4 | Asst. Prof. M.D.Gujar | 68.00 | 22.00 | 10.00 | 00.00 |
| 5 | Asst. Prof. A.R.Shelar (FTLV_FDP) | 63.00 | 29.00 | 08.00 | 00.00 |
| 6 | Dr. S.A.Paudmal | 61.00 | 22.00 | 17.00 | 00.00 |
| 7 | Asst. Prof. K.V. Kshatriya | 65.00 | 25.00 | 10.00 | 00.00 |
| 8 | Dr.P.V.Patil | 60.00 | 33.00 | 07.00 | 00.00 |
| 9 | Dr.S.U.Chavare | 62.00 | 25.00 | 13.00 | 00.00 |
| 10 | Asst. Prof. S.S.Potbhare | 60.00 | 30.00 | 10.00 | 00.00 |
| 11 | Asst. Prof. P.V.Patil | 63.00 | 28.00 | 09.00 | 00.00 |
| 12 | Asst. Prof. S.S.Adate | 64.00 | 24.00 | 12.00 | 00.00 |
| 13 | Dr.U.R.Altekar | 62.00 | 24.00 | 14.00 | 00.00 |
| 14 | Shri Bharati C M | 58.00 | 30.00 | 11.33 | 00.66 |
| 15 | Shri. Rokade A.G. (Asst. Prof. CHB) | 52.00 | 32.66 | 13.33 | 02.00 |
| 16 | Smt. Pawar M.S. (Asst. Prof. CHB) | 64.00 | 20.00 | 14.00 | 02.00 |
| | Lahigude D P | 60.00 | 28.00 | 12.00 | 00.00 |
| 17 | Smt. Ghone P.R. (Asst. Prof. CHB) | 65.33 | 21.33 | 10.66 | 02.66 |
| 18 | Adv. Mangesh Chavan (Asst. Prof. CHB) | 62.00 | 25.33 | 09.33 | 03.33 |
| 19 | Ms Ahirekar S S | 64.00 | 18.00 | 16.00 | 02.00 |
| | | VERY GOOD | GOOD | SATIS-FACTORY | UNSATIS-FACTORY |
| | Total Count (average student feedback on Teachers) | 62.44 | 25.66 | 11.25 | 00.63 |

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 2017-18 | 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 2017-18 | 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. 2017-18) | 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

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| 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 |

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| <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

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| 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 |

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| <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) |

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| 8. Contact Details | |
| Name of the Principal: | Dr. Bharat N. Bhosale |
| 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 2018-19

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 2018-19
- 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 2018-19
- 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 newspaper 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. 2017-18)
- 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 / Programmes

Place : Deur

Date ; 22nd Dec., 2018

Coordinator, IQAC



Chairperson, IQAC