

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

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

## Part – A

### I. Details of the Institution

1.1 Name of the Institution

1.2 Address Line 1

Address Line 2

City/Town

State

Pin Code

Institution e-mail address

Contact Nos.

Name of the Head of the Institution:

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

#### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B <sup>+</sup>	2.76	2004	2004-2009
2	2 <sup>nd</sup> Cycle	B	2.87	2012	2012-2017
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

1.8 AQAR for the year (for example 2010-11)

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)

- i. AQAR 2014-15 – 01/09/2015
- ii. AQAR 2013-14 – 23/09/2014
- iii. AQAR 2012-13 – 19/09/2013
- iv. AQAR 2011-12 – Reaccreditation Peer Team Visit on 6 to 8 February, 2012
- v. RAR Submitted to NAAC – 29/11/2010

1.10 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous College of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

BCA, B.Voc.

1.12 Name of the Affiliating University (for the Colleges)

Shivaji University, Kolhapur (M.S.)

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (Specify)

UGC-COP Programmes

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

2.1 No. of Teachers

08

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

01

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and  
community representatives

01

2.7 No. of Employers/ Industrialists

--

2.8 No. of other External Experts

--

2.9 Total No. of members

13

2.10 No. of IQAC meetings held

04

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

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

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

1) Human Rights Education.  
 2) Emerging Trends in Retailing  
 3) Challenges Before Food Processing in India.  
*At college level seminars on different themes like ICT, e taxation, animation, career opportunities in banking, communication skills Programming Basics, Artificial Intelligence, Data Mining, Computerized Accounting, Computerized Embroidery ...were organised.*

2.14 Significant Activities and contributions made by IQAC

- College with Potential for Excellence status by UGC New Delhi.
- Organization of three National Seminars.
- Self Financing Short Term Courses.
- Industry Academia Linkages
- Establishment of Retail Management and I. T. Laboratory and Food Processing Laboratory.
- Infrastructural growth – construction of classrooms, office.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
<ul style="list-style-type: none"> <li>• Preparation / Proposal for CPE</li> <li>• Proposal for National Seminar</li> <li>• Organizations of Workshops/ Seminars at institutional level.</li> <li>• Infrastructural Development</li>   <li>• Extension Activities</li>   <li>• Plan to invite reputed firms for recruitment of eligible students</li>   <li>• Proposal for Rainwater Harvesting</li> <li>• Beautification of the campus</li>   <li>• Green Audit</li> <li>• Energy Audit</li> </ul>	<ul style="list-style-type: none"> <li>• Awarded CPE status by UGC, New Delhi.</li> <li>• Organized a National Seminar</li> <li>• Organized Workshops on various themes at Institutional Level.</li> <li>• Completion of laboratories, Classrooms, office and administration unit.</li> <li>• Various Extension activities were carried out. Mentioned in the further part of this report</li>   <li>• Campus placement was organized and students were placed in different organisations.</li> <li>• In - process</li> <li>• Tree Plantation, levelling of the grounds with the gutters around them.</li> <li>• In Process.</li> <li>• Completed.</li> </ul>

\* Attach the Academic Calendar of the year as Annexure. – **Annexure I**

2.15 Whether the AQAR was placed in statutory body      Yes       No

Management       Syndicate       Any other body

Provide the details of the action taken

As soon as the AQAR is written it is placed before the Members of the Management for its kind perusal. Members exchanged their ideas, suggestions are given and rectification is carried out if necessary. Approval of management is taken for the revised AQAR.

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	03	--	03	--
UG	04	--	02	--
PG Diploma	01	--	01	-
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	07	--	07	07
Others	04	04	04	--
<b>Total</b>	19	04	17	07
Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

Since CBCS is under consideration at Shivaji University level, the college is yet to implement it. There is credit based grading system for B. Voc. assessment.

The college has provided for various elective options and professional courses to improve potential for employment and self employment.

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

Pattern	Number of programmes
Semester	07
Trimester	--
Annual	08

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
(On all aspects)

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

*\*Please provide an analysis of the feedback in the Annexure - Attached – Annexure II*

*\* Feedback from students is online and feedback from other stakeholders is manual.*

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

There is revision of syllabi after every three years by the Shivaji University. As the college is affiliated to the Shivaji University the college follows the same curriculum.

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

Bachelor of Vocation Part II Introduced.



## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	20	02	17	--	01

2.2 No. of permanent faculty with Ph.D. 

12
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2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	--	--	--	--	--	--	--	--	--	--

2.4 No. of Guest and Visiting faculty and Temporary faculty 

11
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08
----

06
----

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	06	20	03
Presented papers	05	10	01
Resource Persons	--	--	--

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

- |  |
|--|
| <ol style="list-style-type: none"><li>1) Use of ICT</li><li>2) Practical</li><li>3) Field Visits</li><li>4) Group Discussions</li><li>5) Seminars and Project Work</li><li>6) On Job Training programme</li><li>7) Guest Lectures</li><li>8) Participatory teaching methods</li><li>9) Faculty Exchange</li><li>10) Workshops</li><li>11) Competitions</li></ol> |
|--|

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

226
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2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)  
As an affiliated institution of the University, the College follows the examination pattern set by the University.

- |                                     |
|-------------------------------------|
| 1) Online Multiple choice questions |
| 2) Photocopy                        |
| 3) Double Valuation                 |
| 4) Surprise Test                    |
| 5) Test Practical                   |

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

07	03	07
----	----	----

2.10 Average percentage of attendance of students

85%
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2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	104	12.50	36.54	40.38	--	89.42
B.Com.	96	4.72	18.87	55.57	--	79.16
B.C.A.	30	10.00	50.11	26.67	3.33	90.00
M.A. (Eng.)	23	--	21.73	47.83	--	69.56
M.A. (Home Sc)	6	33.33	66.67	--	--	100.00
M.A. (Yoga Shashtra)	20	15.00	85.00	--	--	100.00
P.G.D.Y.T.	11	18.18	81.81	--	--	100.00
C.O.C. (7 courses)	73	20.00	59.00	7.00	14.00	100.00

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

IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes

1. Preparation of year plan by the teachers.
2. Academic diary
3. Monitoring and evaluation of teaching plan by Academic Calendar Committee.
4. Motivation to teachers to participate in workshops and seminars.
5. Faculty development programs
6. Encouragement for ICT Teaching
7. Feedback from students and stakeholders.

### 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	--
HRD programmes	--
Orientation programmes	--
Faculty exchange programme	15
Staff training conducted by the university	05
Staff training conducted by other institutions	04
Summer / Winter schools, Workshops, etc.	--
Others	20

### 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	25	02	--	--
Technical Staff	--	--	--	--

## Criterion – III

### 3. Research, Consultancy and Extension

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

- Counselling and guidance to aspirant researchers by Research Committee.
- Providing library facility with internet access.
- Motivation to undertake minor / major research projects.
- Motivation for participation and paper presentation in conferences.
- Motivation for publication in Peer reviewed reputed journals and books.
- Promotion of research among students by giving prizes.
- Motivation for students to undertake local need based research projects and presentation of research papers.
- Participation in 'Avishkar' University level research competition.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	--
Outlay in Rs. Lakhs	--	--	--	--

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	--	--	02
Outlay in Rs. Lakhs	0.65	--	--	0.50

#### 3.4 Details on research publications

No. of Publications	International	National	Others
Peer Review Journals	08	04	--
Non-Peer Review Journals	--	01	02
e-Journals	--	--	--
Conference proceedings	06	14	05

#### 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		UGC	1,15,000	1,15,000
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			1,15,000	1,15,000

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme  
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	--	03	--	03	10
Sponsoring agencies	--	UGC New Delhi	--	Shivaji University Kolhapur	Industries, Computer centres, NGOs and other institutions

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	--
	Granted	--
International	Applied	--
	Granted	--
Commercialised	Applied	--
	Granted	--

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
01	--	01	--	--	--	--

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level

National level  International level

3.22 No. of students participated in NCC events:

University level	50	State level	25
National level	15	International level	--

3.23 No. of Awards won in NSS:

University level	--	State level	--
National level	--	International level	--

3.24 No. of Awards won in NCC:

University level	--	State level	02
National level	03	International level	--

3.25 No. of Extension activities organized

University forum	01	College forum	32		
NCC	08	NSS	30	Any other	--

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

- Organization of National Conference on 'Human Rights: Nature and Reality (20<sup>th</sup> January, 2016) and publication of research papers with ISBN Number.
- Outreach Programme: Save Fuel orientation for the women in Laxmi-Narayannagar, Kapoor Vasahat (slum area), Kolhapur (20<sup>th</sup> July, 2015)
- Ground water survey for selection of bore-well site with the help of machinery on the campus of a school at Padwalwadi (25<sup>th</sup> December, 2015)
- Visit and donation to 'Matoshri' Old age home (6<sup>th</sup> January, 2016)
- Celebration of International Food Day – Innovative Food Fest and Inter-Collegiate Poster Presentation (16<sup>th</sup> August, 2015)
- Celebration of International Breast Feeding Week, Wallpaper, Slogan Competition (1<sup>st</sup> August to 8<sup>th</sup> August, 2015)
- National Nutrition Week Celebration – Wallpaper, Healthy Breakfast Cookery Competition, Quiz, Guest Lecture (1<sup>st</sup> September to 7<sup>th</sup> September, 2015)
- Workshop on 'Awakening Women Power' (12<sup>th</sup> September, 2015)

- Wallpaper Publication on ‘Water Literacy’ (10<sup>th</sup> January, 2016)
- Celebration of International Yoga Day, Jagatik Yuva Kaushalya Din (15<sup>th</sup> July, 2015).
- Participation of NCC cadets in Yoga Demonstration recognized in Limca Book of World Records (21<sup>st</sup> June, 2015)
- Participation of NCC cadets in ‘Swachha Bharat Abhiyan’ and ‘Beti Bachao, Beti Padhao Rally’.
- A survey by NSS students on children deprived from education.
- Organization of Guest Lectures on – ‘Natural Calamities’, ‘Students’ Health’, ‘Cancer in Women’, ‘Happy Thoughts’, ‘Laws regarding Food’, ‘Women’s Protection and Challenges’, ‘Rights and Duties as reflected in Indian Constitution’, ‘Road Safety’, ‘Positive Attitude’.



## 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	12 acres	--	Parent Institution	12 acres
Class rooms	22	02	Parent Institution and UGC	24
Laboratories	05	02	Parent Institution and UGC	07
Seminar Halls	01	--	UGC	01
No. of important equipment purchased ( $\geq$ 1-0 lakh) during the current year.	23	01	UGC	24
Value of the equipment purchased during the year (Rs. in Lakhs)	--	2.04	UGC	--
Others	--	8.79	UGC	--

#### 4.2 Computerization of administration and library

<p><b>Computerization of Administration</b></p> <p>a) Computerization of Fee Receipts b) Computerization of Accounts – (Tally, ERP) c) Use of software for admission, examination work and results, Bio metric attendance of staff.</p> <p><b>Computerization of Library</b></p> <p>a) Use of Library Software b) OPAC software for catalogue c) Online Book circulation facility. d) Barcode system through internet.</p>
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#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	17630	1045887	490	44,035	18120	1089922
Reference Books	15703	3737992	295	79,433	15998	3817425
e-Books	51,000	5,000	51,000	5,000	51,000	5,000
Journals	30	33,092	--	--	30	33,092
e-Journals	21,000	5,000	21,000	5,000	21,000	5,000
Digital Database	--	--	--	--	--	--
CD & Video	156	34317	2	100	158	34417
Others (specify)	--	--	--	--	--	--

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	78	2	1	3	2	1	4	1
Added	18	1	--	--	1	--	-	--
Total	96	3	1	3	3	1	4	1

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

- Free Internet and computer access to faculty and teachers.
- Computer Laboratory, I.T. enabled Language Lab., Retail Management and I.T. Laboratory
- Training to teachers through Faculty Development Program on e-taxation.
- Training to teachers and students through seminars and workshops on VAT Calculation in Tally Software, Programming Basics, Artificial Intelligence, Data Mining, Computerized Accounting, Computerized Embroidery
- Development of computer skills through various competitions – as Model Making, Movie Making, Software demo presentation, power point presentation, web designing.
- Celebration of Jagatik Yuva Kaushalya Din by organizing competitions like I.T. Quiz, Poster Presentation Competition, Power point Presentation Competition.
- MoUs with Vishwanet Computers Pvt. Ltd. for programs on technology Upgradation, networking
- Linking the stakeholders through Whats App, e-mail and SMS services.

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

i) ICT	1.20
ii) Campus Infrastructure and facilities	3.40
iii) Equipment	0.35
iv) Others	0.02
<b>Total :</b>	<b>4.97</b>

## Criterion – V

### 5. Student Support and Progression

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

- 1) Induction program for newly admitted students.
- 2) Library Introduction Programme.
- 3) Display of support services on the college notice board and college web site, college promotional video.
- 4) Formation of 52 committee for enhancing awareness about various students support services.
- 5) Regular interactions with students in classrooms, outside classroom and in meetings with class representatives.
- 6) Conduct of periodic meetings with parents.
- 7) Telephonic communication with students' as per the requirements.
- 8) Students' and stakeholders' feedback on various students' support services.
- 9) Information to SC / ST/ OBC students about scholarship facilities of Government through scholarship awareness program.

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

- 1) Periodic review by faculty members, HoDs, Principal and IQAC for tracking the progression of the institution.
- 2) Launching of appropriate educational programmes, COCs and curricular, co-curricular and extra-curricular activities.
- 3) Mentoring.
- 4) Meeting with Alumnae and Parents.
- 5) Feedback from students and stakeholders.

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

UG	PG	Ph. D.	Others
1006	122	--	--

(b) No. of students outside the state

--

(c) No. of international students

--

No	%
--	--

Women

No	%
1128	100

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
778	172	3	132	--	1085	808	189	--	131	--	1128

Demand ratio 1 : 1

Dropout % : 23.39 %

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

- 1) Formation of separate competitive examination committee.
- 2) Organization of lectures, seminars and workshops on competitive examinations
- 3) Purchase of preparatory books and magazines for competitive examinations.
- 4) Special Workshop for competitive examinations for SC / ST / OBC students
- 5) Workshop on aptitude test.

No. of students beneficiaries

292

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

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

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

- 1) Formation of separate career guidance and counselling cell.
- 2) Organization of expert lectures, seminars and workshops on various career opportunities.
- 3) Display of articles related to different career fields and various job opportunities.
- 4) Regular personal counselling and guidance to the students about career selection.
- 5) Campus Placement.
- 6) Workshop on 'aptitude test'
- 7) Counselling to parents of students selected in campus interview.
- 8) Motivation for self employment through retail Shoppee.

No. of students benefitted

428

### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
03	61	18	No. of Organization visited - 3 Students Placed – 04 Self Employed – 21 Other Jobs – 06

### 5.8 Details of gender sensitization programmes

Organization of program on 'Gender discrimination in Health' and practical demo on 'Sensitisation about women safety'.

### 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	20	18,000
Financial support from government	399	14,24,420
Financial support from other sources (S.U.)	03	15,000
Number of students who received International/ National recognitions	--	--

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: --

## Criterion – VI

### 6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

**Vision –**

Empowering the women.

**Mission –**

**Preparing the women to face the challenges of life through -**

- 1) Dissemination of education.
- 2) Inculcation of moral values and scientific temper.
- 3) Overall development of personality.

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

- 1) As the college affiliated to Shivaji University the college has to follow curriculum set by the University.
- 2) Contribution of faculty members to curriculum development by Shivaji University as B.O.S. Chairman, Members and Syllabus Framing Sub-Committee Members.
- 3) Feedback obtained by faculty members on curriculum from students, Peer and Industry are incorporated in curriculum wherever possible.
- 4) Submission of oral and written suggestions to the B.O.S. for curriculum development.

6.3.2 Teaching and Learning

- 1) Use of ICT in teaching
- 2) Organization of field trip, Study Tour etc.
- 3) Organization of Seminars, Workshops and Guest Lectures.
- 4) Providing Teaching Learning Resources.
- 5) Book Bank facility for students.
- 6) Mentoring Cell
- 7) Faculty Exchange
- 8) MOUs with renowned Industries, educational institutions and computer institutions.
- 9) On job training.
- 10) Laboratory Work
- 11) Scholar Batch and slow learner batch.

### 6.3.3 Examination and Evaluation:

- 1) Semester pattern for UG courses.
- 2) Internal evaluation at B.A. I, II & III, B.C.A., B. Voc. and M.A. in English, Home Science and Yoga *Shashtra*.
- 3) Annual examination for Career Oriented Courses.
- 4) Project Work.
  - *As an affiliate institution of the University, the college follows the examination and evaluation system set out by the University.*

### 6.3.4 Research and Development:

- 1) Active Research committee for monitoring research activities at college level.
- 2) Motivation for advanced research work of faculty by Principal.
- 3) Motivation for students' Research Work by Faculty Members.

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

- 1) Computerized Library
- 2) Digital Classrooms
- 3) Well equipped Seminar Hall
- 4) Study Room with good reading ambiance adjacent to library.
- 5) Well equipped laboratories – Computer Lab., Retail Mgt. & I.T. Lab., Food Processing Lab., Textile Lab., Home Science Lab., Yoga Shastra Lab.
- 6) Computerized Office
- 7) Eco-friendly campus
- 8) Well equipped Health Club.
- 9) Ample Sports facilities with indoor and outdoor games facilities.
- 10) Dr. V. T. Patil *Smrutibhavan* Multipurpose Hall, Sharada Mandir (under renovation), Shiv Mandir, Art Gallery for cultural activities of students.
- 11) 24/7 campus surveillance through CC Camera for security and discipline purpose.

### 6.3.6 Human Resource Management

- 1) Ensuring participants of all stakeholders in decision making.
- 2) Special concessions and encouragement for faculty pursuing M.Phil. / Ph.D. / Research Work.
- 3) Best teachers Award for Teachers having extraordinary performance.



### 6.3.7 Faculty and Staff recruitment

As per Shivaji University and State Government rules and regulations, staff and faculty recruitment was fulfilled by the college Management as per requirement.

### 6.3.8 Industry Interaction / Collaboration

- 1) Seven MoUs with industry / colleges –
  - Kolhapur Zilla Dudh Utpadak Sangh Ltd. (Gokul), Kolhapur
  - Hanuman Sahakari Dudh va Dudh Utpadak Sang Ltd., Yalgud
  - Lucky Bazar, Kolhapur
  - Vishwanet Computers Pvt. Ltd., Kolhapur
  - Venkateshwara Garments, Kolhapur
  - Kaivalyadham, Lonavla
  - Hanuman Vyayam Prasarak Mandal, Amaravati
- 2) Expert lectures, workshops by Industrialists.
- 3) Industrial visits, study tours.
- 4) On Job Training
- 5) Internship programs.
- 6) Representation of Industrialists on Advisory Board (for B. Voc.) and Syllabus framing committee.

### 6.3.9 Admission of Students

- 1) Organization of Career Awareness Programs for XII students for providing guidance about the selection of course after passing XII exam.
- 2) Participation in educational fairs for publicity of courses of college.
- 3) Publicity about admission in newspapers, local news channel.
- 4) Counselling and guidance by admission committee during admission process.
- 5) Follow up of UGC, Government and University guidelines for admission.

6.4 Welfare schemes for

Teaching	1) Welfare activities for teaching and non-teaching by staff welfare committee
Non teaching	2) Loan facility by Tararani Vidyapeeth <i>Sevakanchi Sahakari Patsanstha Maryadit</i> , Kolhapur
Students	1) Various scholarships by Government, University and NGOs. 2) Scholarship given by College Trustees. Well-wishers of the institution. 3) Students' Aid fund and freeships. 4) Installment for Fees facility. 5) Monetary help to the students through teachers contribution. 6) Distribution of bicycles the students. 7) Study tour. 8) Group insurance scheme for students. 9) Book bank facility. 10) Cash prizes to meritorious students for excellence in academics, sports, NSS, NCC and other extra-curricular activities.

6.5 Total corpus fund generated

Rs. 5,33,350

6.6 Whether annual financial audit has been done

Yes  No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	--	Yes	Internal Academic Audit Committee
Administrative	No	--	Yes	Auditor, LMC

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes  No

For PG Programmes Yes  No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- Organization of workshops for CBCS and examination pattern by University
- Introduction of semester pattern.
- Credit system developed for B. Voc. examination by the college and sanctioned by University.

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

University encourages the colleges with 'A' grade to apply for Autonomy.

6.11 Activities and support from the Alumni Association

- 1) Financial assistance by alumni Association for organizing workshop on competitive examination for SC, ST, OBC students.
- 2) Feedback from alumni, on college and courses.

6.12 Activities and support from the Parent – Teacher Association

- 1) Parent teacher meeting.
- 2) Feedback on college and courses.

6.13 Development programmes for support staff

- 1) Organization of Yoga training camp.
- 2) Organization of Financial Literacy Program.
- 3) Lecture on 'Lab. Safety and Good Lab. Practices' for Laboratory Assistants and Laboratory Attendants.
- 4) Lecture on e-taxation
- 5) Workshop on computerized accountancy.

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

- The college organized
- 1) 'Clean Campus' Programme.
  - 2) Tree plantation and maintenance activities.
  - 3) Energy Audit.
  - 4) Green Audit (in process).

## Criterion – VII

### **7. Innovations and Best Practices**

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- 1) MoUs with renowned Industries and Computer Institutes for curriculum design, on job training, project work and placement of the students for B. Voc. Courses.
- 2) Promotion of ISR through celebration of various days and anniversaries of Great Personalities, conducting blood donation camps, thought provoking lectures by social reformers, donation to old age homes and other extension activities.
- 3) Promotion of academic excellence and human resource development through interaction programmes with social workers and thinkers with students.
- 4) Short term self-financing courses.
- 5) Promotion of faculty and students research.
- 6) Promotion of entrepreneurship among students.
- 7) Establishment of Retail Management and I. T. Lab and Food Processing Laboratory.

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

- 1) Infrastructural facilities are strengthened taking into consideration the academic growth of the college
- 2) Self financing courses conducted
- 3) ISR activities increased
- 4) B. Voc. II started
- 5) National Seminars organized and publication of research papers is done.
- 6) Eco-friendly activities increased.

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

**'Kamala Retail Shoppee' – An Exhibition cum sale and Innovative Food Recipe Competition**

**1) Goal**

- a. Providing platform for promotion of entrepreneurial and employable skills among students.

**2) Need addressed and the context:**

The vision of the college is to empower the students through dissemination of education. In traditional education there is less scope for employment and self-employment. We want to provide our students more opportunities in this area. With this purpose we introduced an Innovative Practice, '**Kamala Retail Shoppee**' and '**Innovative Food Recipe Intercollegiate Competition**' in our college. The objectives are -

- a. Exchange creativity and nurture entrepreneurial ability.
- b. Provide a platform for communication skills.
- c. Develop employability skills, accounting skills.
- d. Create social awareness and accountability
- e. Ensure women empowerment by making the students economically independent.

**3) Context :**

The college conducts Bachelor of Vocation course in 1) Retail Management and I.T. and 2) Food Processing and Management, M.A. Home Science and Seven Career Oriented Courses. These courses focus on skill development. 60% weightage is for practical training and problem solving.

During the last couple of years buying and selling has become more formal. There is very high growth and huge career opportunities are available in Indian Retail sector. To give the students practical experience of retailing '**Kamala Retail Shoppee**' exhibition cum sale was organized in the areas like food and snacks, handicrafts, tilgul, jewellery, mehendi, pickle, craft etc. on the occasion of Ganesh Chaturthi, Navratri, Raksha Bandhan, Diwali, College Annual Day.

In today's fast food age, the people are suffering from various diseases due to bad eating habits. To inculcate nutritious food habits among students and encourage them to prepare nutrition food and market it, the college organized Innovative Food Recipe competition students have prepared recipes like *nutritious jam, jelly, bakery, laddu, Javas, Mhalunga, products etc.*

**3) The Practice: to make the program effective following steps were followed**

- a. Preparation of Plan.
- b. Searching required human and physical resources.
- c. Announcement of the program and counselling the students about the importance of these skills for career as well as in day to day life.
- d. Seeking participation of students for the program.
- e. Making the infrastructure ready
- f. Organizing the program and giving publicity to all the students and faculty members.
- g. Follow up of the program.
- h. Getting feedback.

**4) Evidence of Success:**

- a. The students acquired the entrepreneurial skills focussing on this as potential career option.
- b. Students demonstrated skills and generated profit.
- c. Most of the participants remarked that the program made them economically self reliant and boosted their confidence.
- d. Majority of the students prepared food item for their families.
  - *Students of other programs also participated in the activities.*

**5) Resources:**

- a. Financial Assistance from UGC, New Delhi.
- b. Existing Infrastructure of the college.

**6) Problems Encountered:**

- a. Students' involvement in view of business development was not up to the expected level.
- b. Most of the students acquired the skills, however they did not apply the same for business gains.

**(II) Industry Academia Linkage:**

**1) Goal:**

- a. Bridging the gap between Academia and Industries.

**2) Need Addressed and the context:**

The B. Voc. program aims at providing industry required skills to the students. To understand the requirements of industry, there is a need to establish regular linkages with the industry. For this, the college has made MoUs with industries. The objectives are -

- i. Design of curriculum
- ii. Sharing of expertise
- iii. Joint Research Activities
- iv. Sharing of infrastructure
- v. On job training, field visits and collaborative activities
- vi. Joint organization of seminar / conferences.
- vii. Placement activities.

### **3) Context:**

For providing skill based training to the students, conducting research activities and imparting professional and industrial expertise, the college has made Five MoUs with renowned Industries. Three MoUs with 1) Lucky Bazar, 2) Shree Hanuman Sahakari Dudh Utpadak Sangh Ltd., 3) Kolhapur Zilla Dudh Utpadak Sahakari Sangh Ltd. (Gokul ) were made in the year 2014-15 and Two MoUs with 1) Venkateshwara Garments, Kolhapur, 2) Vishwanet Computers Pvt. Ltd., Kolhapur were made in the academic year 2015-16. The activities were carried out keeping the purpose in mind.

### **4) The Practice**

- 1) Renowned Institutions, Industries in Kolhapur City were identified for MoUs
- 2) Informal discussions with authorities of the industries were made. Meetings were arranged jointly with faculty members and industry experts.
- 3) Rough draft of MoU was sent to the industries for consideration.
- 4) Rough draft is modified as per the necessary suggestions and final MoU is made.
- 5) Professionals and industry experts were invited to guide the students in respective programs.
- 6) Curriculum was jointly designed by the BOS Members and Industry experts.
- 7) Seminars were arranged in collaboration with industries.
- 8) Students were sent to their industries for on job training and internship.
- 9) Campus placement activities carried out:

### **5) Evidence of Success:**

- 1) Designing of curriculum is done in consultation with industry experts and industry required skills are incorporated in the curriculum.
- 2) Guest lectures, on job training, internship programmes organized.
- 3) Advisory Board consisting Industry experts was formed and feedback taken for strengthening the courses.
- 4) National seminar organized in collaboration with industry.
- 5) Campus placement and self-employment of students.

*\* Students of other programs were also participated in the activities*

### **6) Resources:**

- a. Financial assistance from UGC, New Delhi
- b. Existing infrastructure available with college and industries.

### **7) Problems encountered:**

- a. Placement opportunities in industry were not up to the expected level.
- b. Research activities were not satisfactory.

**\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)**

7.4 Contribution to environmental awareness / protection

- 1) The college has dedicated nature club for environment safety and eco-friendly. It suggests ways to keep the environment safe and healthy in and around the college campus.
- 2) Nature club conducts various programmes in this context as:
  - Lectures on ‘Save Fuel’
  - Lecture on ‘Biodiversity’
  - *Swachhata Abhiyan*, Tree Plantation, Gutter Cleaning
  - Documentary presentation on snakes
  - Slogan competition on ‘Conserve Environment’
- 3) Estate Manager appointed by the college regularly visits and takes follow-up of campus cleanliness activities.

7.5 Whether environmental audit was conducted?      Yes       No

Energy Audit is done and green audit is in process.

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

**SWOT Analysis of the Institution:**

**Strengths:**

- 1) Only Women’s College in Kolhapur City.
- 2) **College with Potential for Excellence (CPE)** status awarded by UGC New Delhi.
- 3) Central location and eco-friendly campus.
- 4) Supportive management
- 5) Qualified, experienced research oriented dedicated faculty members.
- 6) Excellent academic results.
- 7) Interdisciplinary and skill based vocational programs.
- 8) Ample infrastructure facilities for academics, administrative unit, sports, extra-curricular activities and hostel facility.
- 9) Strong commitments to the society.
- 10) Registered alumni association.

**Weaknesses / Improvement Areas:**

- 1) Rainwater harvesting and solar energy use.
- 2) Competitive examination separate centre.
- 3) Inadequacy of toilet block for girl students.
- 4) Formal consultancy
- 5) Research getting translated into commercial applications
- 6) Research culture among students.



**Opportunities:**

- 1) 'A Grade' College.
- 2) In-house Research publications
- 3) More number of digital classrooms.
- 4) Consultancy cell.

**Challenges:**

- 1) Career orientation, employability and skill development among female students.
- 2) Threat from Professional Colleges.

Key activities are proposed to enhance the strengths and minimize the weaknesses.

Such as

- 1) Construction of toilet blocks.
- 2) Promotion of research activities for students.
- 3) Establishment of separate cell for coaching for competitive examination.
- 4) Improving self-employment through vocational courses.
- 5) Formal consultancy cell.

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

### **A) Road Map – Infrastructure:**

- 1) Toilet Blocks, department wise blocks
- 2) Making the campus more environment friendly with solar energy, rainwater harvesting.

### **B) Academic Programmes:**

- 1) Introduction of more self-financing courses.
- 2) Organization of seminars at International and National level.

### **C) Administration**

- 1) Introduction of online payment gateway to all students.
- 2) Introduction of system of online issue of bonafide and transfer certificate.
- 3) Updating the information of all the departments of the college through centralised documentation on common server.

### **D) Research and Consultancy**

- 1) Consultancy services.
- 2) Developing research culture among students.
- 3) Research Projects by the students.
- 4) Patents initiatives.
- 5) Publication of in-house peer reviewed journals
- 6) Strengthening the quality of research by setting up mechanism to check plagiarism
- 7) To increase Institutional Social Responsibilities (ISR).

*Name : Dr.Smt. Varsha Maindargi*

*Name : Principal Dr. J. B. Patil*

*Signature of the Coordinator, IQAC*

*Signature of the Chairperson, IQAC*

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Signature of the Chairperson, IQAC

20 SEP 2016





**Analysis of Feedback**

- The college follows an online feedback system for obtaining feedback on teachers. The system is both reliable and transparent. The feedback is taken in the computer laboratory, where the students are provided a login ID and password. The feedback form appears on the screen of computers. Students are given time and privacy to register their responses. The analysis of feedback is done and reports are generated.

The IQAC Co-ordinator hands over the reports to the Principal. The Principal discusses the performance reports in the faculty meeting in general and if necessary in person. The discussion about strengths and weaknesses helps the teachers to introspect themselves in a better way.

Brief analysis of the feedback in the academic year 2015-16 highlights that 72% of the faculty, had average score of 3 and above indicating the very high satisfaction and comfort level of the students. 28% of the faculty had an average score 2.5 but less than 3 which indicated that students rated them as good faculty. However, no faculty is in the lower range of the good category.

- Feedback from other stakeholders i.e. parents, alumnae and employers is taken manually. 92% of the parents are highly satisfied with the infrastructure and teaching learning process in the college. Only 8 % rated them as good. However the parent's response below good category was totally nil. Parents strongly demanded toilet blocks for students. Action is taken by the management upon that and the plan for the construction of toilet blocks is made.
- Alumnae feedback analysis also showed higher level of satisfaction. Some of the alumnae gave fruitful suggestions - to start short term self financing courses, rain water harvesting, library facility in hostel etc. All these suggestions are under the consideration of the management.
- Analysis of employers' feedback helped IQAC to understand the weaknesses among the students as an employee. 62 % employers are satisfied with the behavioural pattern, discipline amongst the students. 20 % suggested to improve communication skills, practical knowledge and physical fitness of the students.  
10 % of the employers raised the issue of continuity in the job.