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Barrister A.R.Antulay
Ex. Chief Minister, Maharashtra
Ex.Union Cabinet Minister, Govt. of India



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KONKAN UNNATI MITRA MANDAL'S
VASANT RAO NAIK COLLEGE OF ARTS & COMMERCE,
MHASALA, DIST. RAIGAD – 402105
(Affiliated to University of Mumbai)

Shri. Mushtaq Antulay, President, Konkan Unnati Mitra Mandal, Mumbai

Ref.: NACC /587/18-19

Date : 28/12/2018

To,

The Director,
National Assessment And Accreditation Council (NAAC),
NAGARBHAVI, P.O. Box.-1075,
BENGALURU-560072, INDIA.

**Subject : Submission of the Annual Quality Assurance Report.
(AQAR) 2015-16.**

Dear Sir,

With reference to the above cited subject, we would like to inform you that our Konkan Unnati Mitra Mandal's (Mumbai) Vasant Rao Naik College of Arts & Commerce, Mhasala-402105, Dist-Raigad, Maharashtra, has been accredited by NAAC in 2004 Feb. 27 and 28. Our Track ID MHC0GN 11251. NAAC Executive Committee No. & Date: EC/32/245 dated. 03/05/2004. Institution type – College, Current Cycle-2, Previous Grade C⁺.

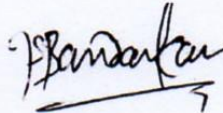
In this context, kindly find enclosed herewith duly filled AQAR Report 2015-16 for your Assessment and Information.

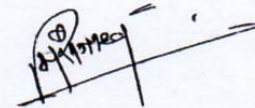
Further it will be highly obliged if you could kindly acknowledge the receipt of our AQAR 2015-16 of our user name : vasantrao.naik@yahoo.com

Looking forward your mail.

With regards,




(Mr. Y.S. Bandarkar)
Co-ordinator, IQAC


(Mr. M.S. Jadhav)
Principal Incharge
PRINCIPAL
VASANT RAO NAIK COLLEGE OF
ARTS & COMMERCE, MHASALA



Konkan Unnati Mitra Mandal's
VASANTRAO NAIK
COLLEGE OF ARTS & COMMERCE,
MHASALA – 402 105, DIST. RAIGAD (MHS)

ANNUAL QUALITY ASSURANCE REPORT
(AQAR)
FOR THE ACADEMIC YEAR 2015-16

EC Number : EC/32/245, dt. 03-05-2004
NAAC TRACK ID : MHCOGN 11251
E-mail ID : vasantrao.naik@yahoo.com
Website : www.vnaikmhasala.com

Submitted to :
National Assessment Accreditation Council
(NAAC)
P.O.Box No.1075,
Nagarbhavi,Bengalur-560 072

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The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year

2015 - 16

1. Details of the Institution

1.1 Name of the Institution

KONKAN UNNATI MITRA MANDAL'S (Mumbai)
VASANTRAO NAIK COLLEGE OF ARTS AND COMMERCE,
MHASALA-402 105, DIST.: RAIGAD (MAHARASHTRA)

1.2 Address Line 1

AT. PO.TAL. MHASALA-402 105,

Address Line 2

AT.PO.TAL. MHASALA-402 105, DIST.RAIGAD

City/Town

MHASALA

State

MAHARASHTRA

Pin Code

402 105

Institution e-mail address

vasantrao.naik@yahoo.com

Contact Nos.

02149-232040, 233440

Name of the Head of the Institution:

MR. M.S. JADHAV

Tel. No. with STD Code:

02149-233155

Mobile:

9421167155

Name of the IQAC Co-ordinator:

Mr. Y. S. Bandarkar

Mobile:

9421167207

IQAC e-mail address:

yashwantbandarkar59@gmail.com

1.3 NAAC Track ID

MHCOGN 11251

OR

1.4 NAAC Executive Committee No. & Date:

EC/32/245, dated 03/05/2004

1.5 Website address:

www.vnaikmhasala.com

Web-link of the AQAR:

http://www.vncacmhasala.com/AQAR.2015-16pdf

1.6 Accreditation Details

Sr. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C ⁺	61.40	2004	02/05/2009
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

28/07/2005

1.8 AQAR for the year :

2015-16

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 2013-2014 dt. 23/06/2016 (On Line)
- ii. AQAR 2014-2015 dt. 23/06/2016 (On Line)
- iii. AQAR 2015-2016 dt. 29/12/2018 (On Line)

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 (PhysEdu)
TEI (Edu) Engineering Health Science Management
Others (Specify)

1.12 Name of the Affiliating University

UNIVERSITY OF MUMBAI, MUMBAI

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-CPE

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

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders : No. Faculty
Non-Teaching Staff Student 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

2.14 Significant Activities and contributions made by IQAC

- 1) Focus on Infrastructural development
- 2) Monitoring the performance of the Teaching – Learning Activities
- 3) Proposed to start B.Sc. and M.Com programs.
- 4) Obtaining Detailed Information of students for moulding them towards positive activities
- 5) Analysis of stakeholders' Feedback
- 6) Purchasing Reference Books
- 7) Emphasis on E-Equiments
- 8) Student' s participation in various extension activities conducted through various colleges
- 9) Motivation to faculty members to participate in research activities.

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	Outcome
1.Construction of First Floor for housing Science stream and M.Com.	1) Work is in progress. All the laboratories are functioning.
2.Strengthening and monitoring the quality of teaching, learning and evaluation.	2) Teachers Diary, Feedback and stakeholders informal interaction are considered seriously. Books, Text books etc., the demand from faculties and students are satisfied promptly.
3.Making office student friendly	3) It is implemented by making proper arrangement.
4.Applying for NAAC Re-Accreditation	4) Reaccreditation work is in progress.
5.Availability of E-Journal in library	5) Fewer number of E-Journal are available in library.
6. Stressing on ICT	6) Google Class, Moodle,PPT, Slide Share
7. Focusing on Research Activities of the faculty and the students	7) It was decided to organize national / International seminar or event but we did not complete the task.
8. Toilet for Boys students	8) Management accepted the proposal and contract has been Signed, following established process.
9. Application for UGC grant	9) Proposal has been sent.
10. Well equipped Canteen	10) Management sanctioned the plan
11. Construction of shed for students vehicles	11) We have constructed a vehicle shed.
12. Beautification of Garden	12) Process of beautification of garden is being continued.
13. Purchasing Benches and Desks.	13) Sufficient number of benches ,Desks and required furniture have been purchased.
14. Well equipped Auditorium having capacity of 500 seats.	14) Construction of Auditorium is in progress.

* Attach the Academic Calendar of the year as Annexure.

(Note. Academic Calendar for the academic year 2015-16 is attached “Annexure-II”)

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

The AQAR of year 2015-16 was placed before the Management of the institution. The Management body and Local Management Committee have suggested improvements in Teaching and Learning activities, research and various academic and co-curricular programs. The suggestions given by them are implemented by IQAC and college in respect with various programs for teachers and students.

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 programmes
PhD	--	--	--	--
PG	--	--	--	--
UG	02	--	--	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	05	--	--	--
Others	00	--	--	--
Total	07	--	--	--
Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02
Trimester	00
Annual	00

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*

(Note. Feedback analysis report for the Academic year 2015-16 is attached as Annexure-III)

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

Our College is affiliated to the University of Mumbai and bound to follow the University syllabi designed by respective board of Studies. As a significant change, University has brought Credit and Grading System. As an affiliated college we have implemented the change through.

1. Inclusion of 60:40 / 75:25 Pattern for all Programmes 40/25 marks for Internal Examination and 60/75 for external Examination.
2. Introduction of Credit Based Semester and Grading System for all the Programms.
3. Additional Exam. is made available to students who remain absent or fails in the regular examination.

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	08	04	04	-	-

2.2 No. of permanent faculty with Ph.D. 01

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	04	01	04	01	-	-	-	01	08	03

2.4 No. of Guest and Visiting faculty and Temporary faculty -- -- 06

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	--	01	01
Presented papers	02	02	01
Resource Persons			

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

- Campus is having Wi-Fi Facility.
- Internet
- Making students prepare study notes sending novel method.
- Providing question bank
- Study tour, village survey, field visit etc.
- Using E-Devices
- Micro notes
- Group discussion
- Memory test
- Oral presentation.
- Poster presentation
- Making available study material to the students by making personal blogs .

2.7 Total No. of actual teaching days during this academic year 190
Annexure- IV

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

Affiliated college has no autonomy as regards examination system. We have to follow university prescribed procedure in to-to. University has adopted many reforms such as moderation, photocopy, of answer-book on demand, revaluation and we follow them scrupulously.

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

as member of Board of Study	As Faculty	As Curriculum Development workshop
00	01	09

2.10 Average percentage of attendance of students 82%

2.11 Course/Programmewisedistribution of pass percentage :

Title of the program	Total no. of students appeared	Division % (under CBSGS System)						
		O	A	B	C	D	E	ATKT
F.Y.B.Com.Sem.II	132	02	03	12	18	18	03	57
S.Y.B.Com.Sem.IV	119	07	28	16	23	14	03	22
T.Y.B.Com.Sem.VI	127	00	15	19	23	10	00	00
F.Y.B.A..Sem.II	132	--	04	05	08	06	24	39
S.Y.B.A..IV	063	02	03	09	18	15	05	08
T.Y.B.A..VI	068	01	02	08	08	16	03	27

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

For Faculty :-

1. Encourage and help the faculty to use modern techniques of teaching, using ICT
2. Preparation of academic calendar.
3. Attendance Register
4. Formal and Informal feedback from students and stakeholders
5. Result evaluation
6. Suggestion for Remedial and advanced Coaching
7. Surprise visit by the chair to class while teaching
8. Inviting Guest lectures
9. Establishment of center for guidance of competitive examination to encourage and guide the students.

The IQAC also suggests to all the departments to organize seminar, workshop and conference as well as educational tours relevant to the syllabus.

For Students :- The Progress of students was monitored through Unit Tests, Project Reports

1. Taking unit test, class test, oral test, term end test, project report
2. Establishing contact with parents through informal and formal discussion with them.(PTA)
- 3 Note book checking.
4. Filling up Questionnaires

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 NSS	--
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	--
Others	--

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	03	02	00	00
Technical Staff	05	01	00	00

Criterion – III

3. Research, Consultancy and Extension

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

To inculcate the importance of the research, the College has constituted a research committee. The main objective of this committee is to encourage and help the faculty as a result

1. Three teachers are pursuing for Ph.D. degree.
2. Initiatives on promotion of research are taken by the college research committee and the IQAC.
3. Regular interaction with teachers/Researchers for sensitizing them about research schemes, revised guidelines/directives of funding agencies.
4. All types of administrative support for the faculty members are provided.
5. With recommendation of IQAC, the governing body of the college provides seed money.
6. Faculty and students are encouraged to write research papers.
7. A separate research compartment has been made in library housing research related literature.
8. Display of notices with respect to conference, seminars, workshops, training programs for staff.

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	00	00	00	00
Outlay in Rs. Lakhs	00	00	00	00

3.4 Details on research publications

	International	National	Others
Peer Review Journals	0	0	1
Non-Peer Review Journals	0	0	0
e-Journals	0	0	0
Conference proceedings	02	03	02

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. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	--	--	--	--	--
Sponsoring agencies	--	--	--	--	--

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

--

Total

--

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
--	--	--	--	--	--	02

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

01

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

JRF

--

SRF

--

Project Fellows

--

Any other

03

3.21 No. of students Participated in NSS events:

University level	State level	National level	International level
03	01	--	--

3.22 No. of students participated in NCC events:

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

3.23 No. of Awards won in NSS:

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

3.24 No. of Awards won in NCC:

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

3.25 No. of Extension activities organized

University forum	College forum	NCC	NSS	Any other
--	12	--	20	02

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

NSS initiated the following activities.

Two hundred students were participated. Two units were working. Prof.K.S.Bhosale and Prof. M.H. Siddiqui were the program officers managing the activities. Adivasiwadi was adopted. In that village Cleanliness campaign, Women Empowerment, Disaster Management, Vanrai Bandhara etc. activities being organized. Residential Camp was organized from 16 De. 2015 to 22 Dec. 2015 at adopted village AIDS awareness campaign was implemented very actively.

At university level leadership camp organized at CKT College ,Panvel, our college NSS student Shri. Avinash Gamare stood first and awarded as BEST PERFORMER in that camp. The camp organized by University of Mumbai at Bhausahab Nene College at Pen ,Shri. Avinash Gamare was awarded as BEST CAMPER.. Miss. Nilam Waralkar, Student of this college as a NSS volunteer, secured FIRST RANK IN ESSAY COMPETITION held in D. G. Tatkare College Mangaon, Raigad, Red Ribbon Day, Tree Plantation Campaign were observed with enthusiasm.

DLLE : Organized the following activities Womens Socio-Economic Survey, Poster Competition, Essay Competition, Participation in UDDAN organized by University of Mumbai at V.N. College, Murud, Raigad.

Cultural Department : Under the chairmanship of Prof. D.A. Tekale , Cultural Committee organized the various activities: Rajrshi Chhatrapti Shahu Maharaj Birth Anniversary Celebration on 26/06/2015, Vasantao Naik Birth Anniversary Celebration on 01/07/2015, Anniversary Days of all Prominent National Leaders directed by Government and University of Mumbai, were celebrated by this committee without failing. Essay Competition was organized on 01/07/2015 on occasion of Vasantao Naik Birth Anniversary Celebration. Poetry Competition was organized on 05/09/2015. Essay Competition was held on 03/10/2015. At the beginning of every year, for fresher , Induction Program is organized by cultural committee to orient them with college atmosphere, rules , regulations, syllabus and so on . In academic year 2015-16, it was organized on 31/08/2015.Students awarded First Prize of Rs. 5000/, Second Prize of Rs. 3000/ and Third Prize of Rs. 2000/ in Elocution Competition organized by Panchayat Samiti , Mhasala. College students participated in state level, university level and college level in Essay Competition. District level Essay Competition was organized by cultural committee on 02/12/2015 on remembrance day of Late.Br. A.R. Antulay Saheb.

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	07.20 Acres	----	Management	7.20 Acres
Class rooms	08	----	--do--	---
Laboratories	--	Construction in process No. of laboratories 03	do--	--
Seminar Halls	--	Construction in process. No. of Seminar Hall : 01 Area-10x14.50sq.mt.	--do	--
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	--	--	--	--
Value of the equipment purchased during the year (Rs. in Lakhs)		2,34,645/-	College	-
Others(Office, Principal Cabin, Library, NAAC Room, Staff Room, NSS Room, Gents Toilet, Ladies Common Room & Toilets.	09		Management	

4.2 Computerization of administration and library

1. Process of digitalization in library as well as office is going on. Internet facility , photocopy , CDs on various important subjects, etc., are available in library for students and staff. Negotiation is going on purchasing latest soft wares for library and office.
2. College office has following Software:
 - 1 Examination Software

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	4543	434538/-	220	24849	4763	459387/-
Reference Books	2543	319511/-	60	29439	2603	348950/-
e-Books	--	--	--	--	--	--
Journals	17	9990	--	--	17	9990/-
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	25	4631	--	--	25	4631
Others (specify)	--	--	--	--	--	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centers	Computer Centers	Office	Departments	Others
Existing	07	--	07	--	--	05	--	02
Added	--	--	--	--	--	--	--	--
Total	07	--	07	--	--	05	--	02

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

The Computer with Internet is made available for Teachers in Staff Room.
The Office Work is executed using the Computer.
Broad band internet connectivity in practice.
ICT training programs conducted for teaching, non-teaching staff and students.

4.6 Amount spent on maintenance in lakhs :

i) ICT	2,300/-
ii) Campus Infrastructure and facilities	95,000/-
iii) Equipments	1,37,345/-
iv) Others	1,34,959/-
Total :	3,69,604/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

At the beginning of the academic year, the IQAC has been instrumental in organizing induction programs for awareness of the class mentors, parents and students. The IQAC sends a format of ensuing activities which will be conducted throughout year. Working of the departments is monitored through meeting by IQAC and helps conduct the future course of action. Necessary feedback is collected and is provided to the principal for constructive action. It is the primary responsibility of the IQAC to ensure quality assurance and substance. Grievance redressed cell works for students support and progression under IQAC. The IQAC also renders information publishing the prospectus giving suggestions and recommendation to enhance the quality and improvement in various activities. .College also displays notices on notice board and circulates the notices in class room to inform the students about different activities time to time. Students are felicitated at Annual Distribution Program for their outstanding work in various fields. Appointment of coaches and trainers to improve the performance of the sports students. The college also has its website which is updated regularly as source of information to all students. Financial assistance is provided to weaker students . Pre-admission and post-admission counseling to students by faculty members to make them aware about academic and extension activities. Under IQAC, College magazine “Konkan Vasant” is issued comprising different types of literatures, giving impetus to the talents of the students. Contribution of IQAC in enhancing awareness about students support service for SC/ST/OBC/SBC/NT students scholarship and free ship and Book bank facility provided as per government policy.

5.2 Efforts made by the institution for tracking the progression.

Remedial and Advanced learning courses are conducted to satisfy the thirst of knowledge of different types of the students. Students and parents meetings are invited for open house to discuss their wards performance. Any kind of suggestion may put in suggestion box. Continuous contact has been established with ex-students to track their progression. Various job opportunities and courses making the career of students bright are communicated to pass out students by Students welfare committee. The college magazine “Konkan Vasant” is published every year which gives exposure to students’ literature. Book Bank Scheme is initiated by library for needy students. Financial help is also provided to needy students by faculty members. “Yuva Raksha” Group Insurance Scheme started by the University of Mumbai has been executed in our college for the welfare of students. Students’ creativity, entrepreneurship and talents are cultivated and channelized by conducting various activities through N.S.S., D.L.L.E, sports, cultural Departments etc. Felicitation of students at annual function for the best performance in various activities. Students welfare department of University provides financial assistance in the form of B.C. Students, Book-Bank Scheme, especially for S.C, S.T., N.T & DT Category students. Canteen facility is provided under the monitoring of Canteen Advisory Committee, providing nutritious quality food at concessional rate.

5.3 (a) Total Number of students

UG		PG		Ph. D.		Others		Total	
Men	Women	Men	Women	Men	Women	Men	Women	Men	Women
397	249	--	---	--	--	--	--	397	249

(b) No. of students outside the state

-

(c) No. of international students

	In Numbers	%
Men	-	-
Women	-	-
Total	-	-

(d)

Last Year : (2014-15)						This Year : (2015-16)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
191	54	02	373	00	620	197	59	04	386	00	646

Demand ratio : 1:1.34 Dropout %:

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

1. Organized expert lectures related to the MPSC competitive examination.
2. Display of information related to upcoming MPSC,UPSC competitive examination on the notice board.
3. The college library subscribes different magazines and periodicals which are used by students to prepare for competitive examination. The college librarian incessantly sends the information to the students as and when required.
4. Informative Lectures in Banking sectors were organised by Career Counselling cell and Career Guidance cell, inviting Mr. Surendra Shirke , Bank Inspector, RDCC Bank one of the Ex-Student of this college.
5. Mr. Mohan Bhayde and Mr. Sandeep Satam LIC Agents delivered the lectures regarding various employment opportunities in insurance sector.

No. of students beneficiaries :

65

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 counseling and career guidance

- Career Counselling cell and Career Guidance cell organizes lectures for students.
- Lectures relating to employment opportunities in Insurance, Banking & Government sectors were organised.
- Career Guidance cell also provides training for campus interview.
- Library conducts for new comers Orientation Program about Library.
- Asst. Prof. K.S. Bhosale, one of the faculty organised special lectures on "Stress Management".
- Yoga demonstration by Mr. R. S Mashale , Librarian was conducted on "Meditation" on 21st June, 2015.

No. of students benefitted

48

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
--	--	--	--

5.8 Details of gender sensitization programs

- ◆ The college has formed women development cell as per university guideline. Posters with contact details of internal complaint committee members, have been displayed prominently in strategic places. The women development cell has been organising gender sensitisation programs. 1) Save girl child mission program. Utmost care is made to foster mutual respect and amicable environment between boys and girls. 2) The Institution caters co-education. The students are sensitized on the problem of women to decide and made aware to the right to equality.
- ◆ The women development cell of Vasatrao Naik College is truly implementing the guidelines and norms directed by University of Mumbai as well as government of Maharashtra to prevent oppression, harassment and exploitation of women community. Awareness programs are conducted by WDC, NSS and DLLE at college and in society.
- ◆ WDC celebrates Birth Anniversary of Great Women like Savitribai Phule. On this occasion, awareness activities are introduced to the girl students.
- ◆ Mehendi competition and Rangoli and Poster competition were organised by WDC to awaken social issues.
- ◆ Celebration of 8th March as “International Women Day”. On 8th March, 2016 our non-teaching fraternity were felicitated on that day.

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	--	--
Financial support from government	308	13,23,564/-
Financial support from other sources	--	--
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 : NIL

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the Institution

Our Motto: - "ज्ञानारोग्य करुणाहिताय" means "Mankind will be cultured only by Education."

Our Mission:-

- ✓ Identify hidden talents with knowledge and skills.
- ✓ Provide opportunity to shape them in future.
- ✓ Improve awareness in women education and provide value based education that will mould them into good and responsible citizen playing a meaningful role in the society.
- ✓ To tap the students potential both hidden and obvious and offer a platform for their talents.

Our Mission:-

- ✓ Equip students with knowledge and skills in their chosen streams, inculcate values, identify hidden talents, provide opportunities for students to realize their full potential and shape them and empower them through education into good citizens.

6.2 Does the Institution has a management Information System

Yes, the institution has a capable Management Information System.

- Administrative procedures including finance as per the rules and regulations of University of Mumbai are being carried out with the help of MIS.
- University of Mumbai has introduced digital college software for all affiliated colleges through MKCL, As soon as admission is completed, the information of all enrolled students is uploaded on university portal and then students get PRN(Permanent Registration Number)
- The record of all enrolled students can be downloaded from university portal through Login Id of the college.
- The evaluation of students is completed as per the Semester, Credit and Grading System. The details of the semester based results are uploaded to generate online examination forms. The filled up forms are then submitted to the University for the further necessary action.
- The computer software helps in selecting, collecting, aligning and integrating the data for the academic and administrative aspects of the Institution.
- There is a provision for sufficient storage of the data in the most confidential manner.

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

6.3.1 Curriculum Development

Involvement of faculty in syllabus formation committee of the University of Mumbai.

There is a limited scope in curriculum development and modification. Feedback and curriculum is taken regularly from all the stakeholders. Necessary suggestions are conveyed through proper channel to the member representative in the Board of Studies (BoS).

Curriculums of the career oriented courses offered by the college are developed internally by respective department.

The Choice Based Semester, Credit and Grading System introduced by University of Mumbai facilitate horizontal movement, enabling the students to make their choices.

6.3.2 Teaching and Learning

- ◆ Using ICT Techniques in the Teaching Learning and Evaluation Process.
- ◆ Industrial Visits, Educational Tours, etc. relevant to syllabi.
- ◆ Teachers are encouraged to participate in faculty development programmes as well as monitoring the teaching learning process
- ◆ Teachers are required to prepare semester wise teaching plan and their execution at the beginning of academic session and upload on the College Website.
- ◆ Exposing students for outdoor learning through educational trips and excursions. Necessary special coaching for remedial and slow learner initiated. Besides, blackboard and chalk, ICT enabled advanced methods are used for teaching.
- ◆ Strengthen library with reference books, journals , periodicals , and e-books.

6.3.3 Examination and Evaluation

- 1.The college is affiliated to University of Mumbai decided to set uniform question papers for first year and second year college level exams.
- 2.It was however decided that papers have been assessed internally since university was to send the question papers it was essential to have the common exam schedule for all the classes.
- 3.The system has been implemented for first year students in 2016.
4. Continuous and comprehensive evaluation is carried out.
5. To conduct Assessment and Evaluation of college exam is as per university guidelines nevertheless, faculty is customized some procedure as per the students need.
6. Hall ticket which includes student's details with photograph.
7. Examination schedule one week prior to commencement of the examination is displayed and also University Site.
8. Tentative examination schedule semester wise is uploaded on college website well in advance.
9. Examination Committee functioning to bring transparency throughout exam system.
10. Exam software is used for result declaration and analysis.
11. Central Assessment Program for F.Y and S.Y. Arts and Commerce faculty.

6.3.4 Research and Development

1. Establishing research committee for inculcating research atmosphere
2. Motivating faculties to present research papers,
3. Administrative support for teachers undertaking research projects
4. Awareness of guidelines regarding different funding agencies, calculation of citation Index and H-Index.
5. Sensitizing and motivating young teachers to undertake research projects from different funding Agencies.

6.3.5 Library, ICT and physical infrastructure / instrumentation

User orientation. Every year, at the beginning of the year, the library conducts user Orientation Programme, specially for new comers of F.Y. B.A. and B.Com. students for the sake of familiarity with library system.

Rare Books : Library is very cautious to increase a number of rare books in its stocked because it is an asset of the college.

Internet facility: Internet facility is provided to both the faculty and students with reprography.

Donation from Dr.S.D. Karnik, Ex. Vice Chancellor, University of Mumbai ,Library has stocked and preserved very carefully the books of History donated by Dr.S.D. Karnik, Ex. Vice Chancellor, Mumbai University of Mumbai.

Book Bank Scheme is executed by the library to facilitate the different socio economic strata of the students.

Ex-Students book issue service: Ex-Students or alumni who are interested in further study are provided the demand of books or study materials without charging any cost.

Gandhi Research Foundation, Jalgaon: Librarian conducts the exam and provides the study materials or literatures on Mahatma Gandhi supplied by Gandhi Research Foundation, Jalgaon . Besides , enrolment of the students , conducting exam etc. work is done by librarian on behalf of this foundation.

ICT :

ICT facilities are provided to the stakeholders in the form of Net services browsing, reprography and CD etc. Continuous development in infrastructure as per the need of the scenario is in progress. Boys' urinal, Auditorium, science laboratories, replacement of library location etc. are in agenda and work is in progress. Beautification of college campus with tree plantation is initiated.

6.3.6 Human Resource Management

- The management firmly believes in participative decision –making and functioning. Conscious efforts have been taken by the management for the involvement of all elements of the system in Institutional management process.
- Number of Ad-hoc committees are formed every year for various functions and activities in the college. The members in various committees are rotated after every three years so that, the involvement of staff in various activities increases . The active staff members are encouraged to play lead roles in various functions / activities/events.
- The teaching and non teaching staff members are deputed to participate in various training programs in order to upgrade themselves.
- The college conducts an orientation programs for the new recruited teaching and non teaching staff.
- Motivating non teaching staff to upgrade their computer knowledge by encouraging them to joint certificate courses
- The college maintains service books of the staff neatly and updates them time to time.

6.3.7 Faculty and Staff recruitment.

Staff recruitment is done as per UGC, University of Mumbai and Government of Maharashtra rule and ordinance time to time.

6.3.8 Industry Interaction / Collaboration

Industrialist , Businessman, Bank officer , Insurance officers and Alumni in business field are invited to interact with our students and share their experience with our students to develop their entrepreneurship .

6.3.9 Admission of Students

The application form and prospectus have been effective tools for communication procedure. The website www.vnaikmhasala.com also provides valuable information about the number of seats resolved and details date wise procedure for admission etc. The student seeking admission in university is assisted by MKCL website before e-filling college admission form. With increasing usage of internet among the student community, the college website is becoming most important medium of the outside world. All information about college is available at website including the admission process. The website is regularly updated with the latest development news and forth coming events. The college provides the prospectus and hand books to all aspiring students. The hand book is a complete guide for the students and parents. The admission for the first year students on merit basis. The cut off percentage of the previous year for these students is also displayed in the college website in order to enable the parents and students indulge in informed decision making. However, the socio economic reservation policy of Government of Maharashtra, as recommended by the University of Mumbai is followed in word and spirit.

6.4 Welfareschemesfor

Teaching	Advance Payment against the Salary Felicitation of teacher for outstanding work. Seed money is provided for conference, seminar, workshop. etc. Indemnity is provided in financial matters.
Non-teaching	Assistance to avail Loan, Uniforms for Non-Teaching Staff Advance Payment against the Salary Felicitation of non-teaching staff for outstanding work. Seed money is provided for workshop. Indemnity is provided in financial matter. Festival advance is provided on request.
Students	1. Admission Fees in Installments. 2. Book Bank Scheme for backward Class Students 3. Government Scholarship 4. Students Group Insurance Scheme. 5. S.T.Bus concession facility.

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	--	Yes	Principal
Administrative	Yes	Senior Auditor of Joint director higher education department, Panvel, Raigad--	Yes	Principal

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?

University of Mumbai has taken following efforts for examination reforms?

- Implementation of credit based semester and grading system for all programs of UG and PG.
- Syllabi revision as per newly introduced credit based semester and grading system.
- Objectives internal and external evaluation of the students.
- Central Assessment process (CAP)
- Decentralisation of CAP
- On line registration of examination forms
- Generation of on line examination forms
- Distribution of examination question papers on line in most confidential manner
- Computerized hall tickets, statement of marks, allocation of PRN, etc.,

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

Not Applicable

6.11 Activities and support from the Alumni Association

The Institution invites the alumni for all major events organized in college.

The alumni take note of the developments in the college with regard to academic, infrastructural facilities, career guidance and extends support wherever possible.

The college alumni always lend its helping hand in organizing the Rural Residential camp of NSS.

The alumni always remain in touch with the college and eager to render help for the development of the college.

6.12 Activities and support from the Parent – Teacher Association

Parents meet is conducted every semester end. Parent feedback is collected during that meeting. The parent teacher committee meets the parents and resolves their queries. The principal has round the clock an open-door policy and the parents meet him often telephonically of personal asking for progress of ward.

6.13 Development programmes for support staff.

The support staff is trained to organise wellness program for holistic development. Information technology training is organized at regular interval. Sport and cultural events are organized to keep students healthy. Soft skill training is also orientated time to time.

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

- Tree plantation
- Anti-Plastic campaign
- Making Manure from Waste Materials
- No Entry for Vehicle in main campus
- Efforts are being made to introduce solar system
- Dust bins are kept at proper places to maintain cleanliness
- Prohibition to burn waste material
- Student awareness programs on environment and social issues.

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.

- ◆ Decision to apply for B.Sc. and M.Com. courses
- ◆ Application for UGC grant
- ◆ The colleges has always encouraged the creative ideas from students and staff , following are some of the initiative practices:
- ◆ LED Lamps were installed in college campus to save energy.
- ◆ Healthy Food Festival was organised to maintain harmony among different castes and religions and promote the skill and entrepreneurship of the students. It was held on the occasion of Birth Anniversary of our beloved founder Barrister . A.R. Antulay Sabeb.
- ◆ .Yoga day was celebrated to keep healthy mind and body.
- ◆ Wellness for the teaching and non-teaching staff

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

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	Outcome
1.Construction of First Floor for housing Science stream and M.Com.	1) Work is in progress. All the laboratories are functioning.
2.Strengthening and monitoring the quality of teaching, learning and evaluation.	2) Teachers Diary, Feedback and stakeholders informal interaction are considered seriously. Books, Text books etc., the demand from faculties and students are satisfied promptly.
3.Making office student friendly	3) It is implemented by making proper arrangement.
4.Applying for NAAC Re-Accreditation	4) Reaccreditation work is in progress.
5.Availibility of E-Journal in library	5) Fewer number of E-Journal are available in library.
6. Stressing on ICT	6) Google Class, Moodle,PPT, Slide Share
7. Focusing on Research Activities of the faculty and the students	7) It was decided to organize national / International seminar or event but we did not complete the task.
8. Toilet for Boys students	8) Management accepted the proposal and contract has been Signed, following established process.
9. Application for UGC grant	9) Proposal has been sent.
10. Well equipped Canteen	10) Management sanctioned the plan
11. Construction of shed for students vehicles	11) We have constructed a vehicle shed.
12. Beautification of Garden	12) Process of beautification of garden is being continued.
13. Purchasing Benches and Desks.	13) Sufficient number of benches ,Desks and required furniture have been purchased.
14. Well equipped Auditorium having capacity of 500 seats.	14) Construction of Auditorium is in progress.

7.3 Give two Best Practices of the institution.

- 1.Facility to students for payment of fees in installments.
- 2.Create awareness by Demonetization.

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

7.4 Contribution to environmental awareness / protection

*Tree plantation in the campus and adopted village * Awareness program for community *Ban on the use of plastic within the campus is being monitored *
*Create awareness about appropriate use of plastic for different purposes.
Use LED bulbs *Blood donation awareness camp * Awareness of AIDS * 1 * Paper bags preparation and distribution to local businessmen *ICT was encouraged for communication * Notebooks made of used papers , prepared by college students and distributed in adopted village* *celebration of all the national leaders anniversary * Celebration of June 5th Environmental Day.Awareness about rain harvesting for water conservation.

7.5 Whether environmental audit was conducted? Yes No

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

Strength:

- Healthy relationship between Institution and stakeholders
- Progressive and dynamic Top management
- Supportive and enthusiastic student community
- Highly experienced and committed faculty.
- Dedicated and committed Non-Teaching Staff.
- Enriched Library.
- No quarrel and complaint registered in police and government authority.

Weakness:

- Absence of professional course
- Lack of financial support for developmental process
- Lack of research oriented activities
- Alumni Association not registered
- Poverty of Students.

Opportunities:

- Vast scope for expansion in educational field
- Students' potentiality being channelized towards positivity
- Linkage in various Industry
- Potentiality in Gymkhana Development.

Threats:

- Increasing unemployment
- Unstable government policy towards education
- Every increasing cost of education beyond the financial capacity of middle income group leads towards drop out and suffocation of parents.

8. Plans of institution for next year

1. Starting M.Com & B.Sc. Programs from the next academic year.
2. Applying for NAAC A & A process
3. Construction of Toilet & Urinal for boys.
- 4 Stressing on ICT enabled teaching learning process.
5. Building well equipped Auditorium having 500 seats capacity .
6. Provision for shifting library to more spacious place..
7. Construction of Laboratories for B.Sc. students.
8. Organizing National or State level seminar or conference.
8. Promote Research activities through MOU.
9. Computerization of library.
10. Purchases of need based equipment's and computers software.



(Mr. Y.S. Bandarkar)

Signature of the Co-ordinator, IQAC



(Mr. M.S. Jadhav)

Signature of the Chairperson, IQAC

Academic Calender : 2015-16

Month	Week	Planning Activities
May	1 st Week 2 nd Week 3 rd Week 4 th Week	<ul style="list-style-type: none"> ◆ Admission Committee Meeting ◆ Printing of Brochures and Prospectus ◆ Planning and execution for admission process ◆ Distribution of workload ◆ Dead stock verification ◆ College internal Financial Audit
June	1 st Week 2 nd Week 3 rd Week 4 th Week	<ul style="list-style-type: none"> ◆ Admission Process for UG ◆ Counseling for students faculty wise ◆ First Term Planning Meeting ◆ Preparation of academic time table ◆ Preparation of Annual Teaching plan and allocation of extra co-curricular activities to faculties. ◆ Filling of all concessions , scholarships and ST concession forms.
July	1 st Week 2 nd Week 3 rd Week 4 th Week	<ul style="list-style-type: none"> ◆ Organizing Departmental Meetings ◆ Holding Fresher's Gathering/Welcome Party for first year students ◆ Principal's address for first year's students ◆ Selection of NSS/DLLE students and filling admission forms. ◆ Sending students for Youth festival and various sports competition at university level. ◆ Celebration of University Foundation Day by NSS
August	1 st Week 2 nd Week 3 rd Week 4 th Week	<ul style="list-style-type: none"> ◆ Celebration of Independence Day on 15th Aug. ◆ Nomination of Students Council's Members ◆ Class Test for 20 Marks
September	1 st Week 2 nd Week 3 rd Week 4 th Week	<ul style="list-style-type: none"> ◆ Teachers Day Function on Sep. 5 ◆ Poetry Writing Competition ◆ General Meeting/Get to gather of Girls Students by WDC ◆ Celebration of Hindi Divas by Department of Hindi ◆ I/II/III & IV Semester ATKT Examination ◆ Celebration of NSS Day ◆ Poster Making Competition by DLLE ◆ Book Exhibition by Library Committee ◆ Seminars and Guest lectures to be held by various Departments ◆ Filling of F.Y/S.Y/ B.A and B.Com Exam Forms
October	1 st Week 2 nd Week 3 rd Week 4 th Week	<ul style="list-style-type: none"> ◆ Celebration of Birth Anniversary of Mahatma Gandhi by NSS & Cultural Dept. ◆ Workshop on preparation of UPSC & MPSC Examination by Dept. of Competitive Examination Cell ◆ Cleanliness Campaign by NSS ◆ III Semester Examination ◆ Experts Lectures on various Subjects
November		<ul style="list-style-type: none"> ◆ Mid Term Vacation ◆ Faculty Development Programme ◆ Departmental Meeting for Commencement of Second Term ◆ Preparation for KonkanVasant Magazine
December	1 st week ,2 nd and 3 rd week	<ul style="list-style-type: none"> ◆ Late Brr. A. R. Antulay's Death Anniversary Day ◆ Memory Day ◆ Human Rights Day ◆ World AIDS Day ◆ NSS Residential Winter Camp ◆ Annual Social Gathering & Felicitation Ceremony ◆ Sports Meet Day

		<ul style="list-style-type: none"> ◆ Blood Donation Camp by NSS ◆ Publication of College Magazine “KonkanVasant” ◆ Workshop on Self Employment
January	1 st Week 2 nd Week 3 rd Week 4 th Week	<ul style="list-style-type: none"> ◆ Rangoli , Mehandi Competition ◆ Celebration of Republic Day ◆ Internal Examination of S.Y. B.A. and S.Y. B.Com. Class ◆ Quiz Competition by Economics Department ◆ Degree Certificate Distribution Ceremony ◆ Celebration of Voter Day ◆ Celebration of National Youth Day ◆ Arranging Guest Lectures ◆ Road Safety Campaign ◆ Participation in University Level Camp
February	1 st Week 2 nd Week 3 rd Week 4 th Week	<ul style="list-style-type: none"> ◆ Celebration of Birth Anniversary of Our Founder Late Br. A. R. Antulay ◆ Food Festival ◆ Celebration of Marathi Rajbhasha Day ◆ Celebration of Chatrapati Shivaji Birth Anniversary ◆ Workshop on Competitive Examination ◆ Essay Competition by DLLE ◆ Workshop on Interview Skill by Economics Dept.
March	1 st Week 2 nd Week 3 rd Week 4 th Week	<ul style="list-style-type: none"> ◆ Farewell Party to Final Year Students ◆ Conducting Local Management Committee Meeting ◆ Conducting Second and Forth Semester End Examination and ATKT Examinations ◆ Paper Assessment ◆ T.Y. B.Com. and B.A. University Exam ◆ Arranging Experts’ Lectures
April	1 st Week 2 nd Week 3 rd Week 4 th Week	<ul style="list-style-type: none"> ◆ Planning Committee Meeting for Next Year ◆ Review Meeting by Principal ◆ Feedback collection ◆ Celebration of Dr. Babasaheb Ambedkar Birth Anniversary ◆ Celebration of Mahatma Jyotiba Phule Birth Anniversary ◆ Result Declaration ◆ Planning and Preparation for approaching next academic year
May		<ul style="list-style-type: none"> ◆ Celebration of Maharashtra Day ◆ Infrastructural Development and Maintenance Work.

Analysis of Feedback.

Special Feedback committee has been established by the Institution to take the feedback from the Students community in respect of 1) Teacher/Faculty performance based on ten Criteria 2) Library performance based on seven Criteria 3) Office performance based on four Criteria.

A) Faculty is playing very crucial role in overall development of the students. He /she is closely connected with the students and works as a friend, guardian, mentor and advisor in every step of the students college life. Performance appraisal, quality and efficiency measurement is very important for Institution. Total performance of this factor is measured on the following basis.

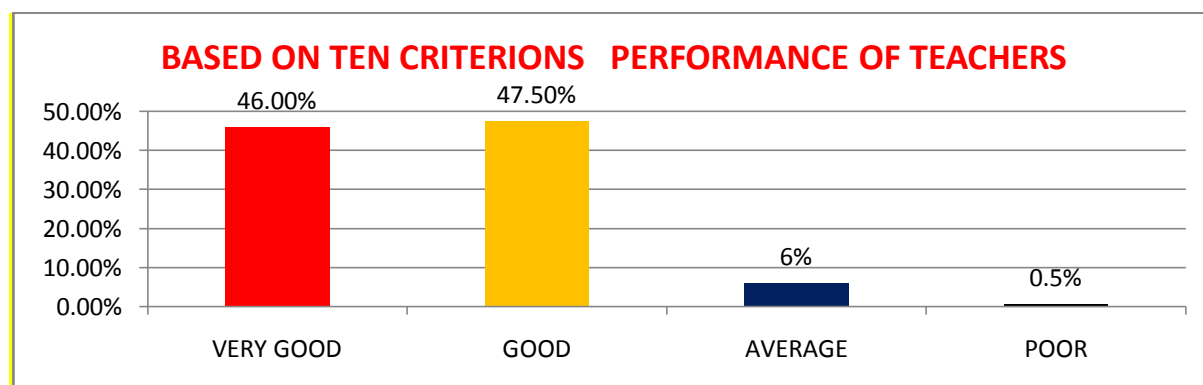
- 1) Ability of teacher to clear basic concepts
- 2) Motivation of teacher to student
- 3) Teacher communication skill
- 4) Teachers regularity and punctuality
- 5) Teacher subject knowledge
- 6) Ability to give practical examples
- 7) Teachers interaction / guidance outside the class
- 8) Teachers ICT skills
- 9) Teachers overall performance
- 10) Teachers behaviour with students

These ten indicators are measured by giving four ranks i.e. 1) very good 2) Good 3) Average 4) Poor.

Sample size is 10% of total collected feedback forms of each faculty. At random method is used for selection of feedback forms. Result is as follows:

Ten Criteria are consolidated

Very good	Good	Average	Poor
46%	47.5%	6%	0.5%



B) Performance of Office Staff.

Number of Indicators are as follows:

- 1) Promptness in completion of students works
- 2) Office staff behaviour with students
- 3) Promptness in supply of necessary information to students
- 4) Overall helping nature and co operation from office staff to students

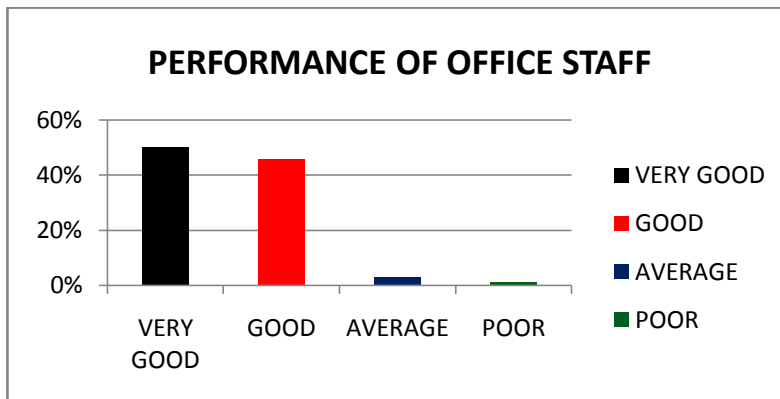
.Sample size 10% of collected feedback forms.

.Sample selection applied at random method

Result:

Criteria consolidated

Very good	Good	Average	Poor
50%	46%	3%	1%



C) Performance of College Library:

Number of Indicators are as follows:

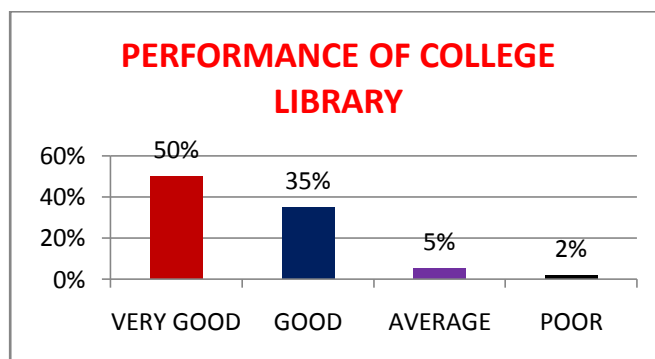
- 1) Availability of subject books (Text Books)
- 2) Availability of Other books
- 3) Reading room facilities
- 4) Discipline and silence maintained in library
- 5) Availability of ICT facilities
- 6) Staff behaviour with students
- 7) Other innovative activities

.Sample size 10% of total collected forms.

. Sample selection Method at random Method

Result:

Very Good	Good	Average	Poor
50%	35%	5%	2%



Mechanism:

Analysis reports are presented to the Principal for felicitation and removing drawbacks. Depending upon seriousness, the Top management is requested to look into for smooth functioning.

**Actual Teaching Days / Working Days
For the Academic Year 2015-2016**

Month	Sunday	Holidays	Working Days	Teaching Days	Exam. & Other Days	Total Days
June	03	-	20	20	-	23
July	04	01	26	26	-	31
August	05	02	24	24	-	31
September	04	06	20	20	-	30
October	03	01	17	-	17	21
November	02	-	13	04	09	15
December	03	07	21	21	-	31
January	05	01	25	25	-	31
February	04	-	25	25	-	29
March	04	03	24	24	-	31
April	04	04	22	01	21	30
May	01	-	01	-	01	02
TOTAL	42	25	238	190	48	305

Best Practices: -1

Title of the practice: - **Facility to students for payment of fees in instalments.**

Goal: -

- 1.To provide facility of payment of fees in installments to needy students.
- 2.To increase strength of girl's student's enrolment

Context: -

The college is situated in rural and hilly area and most of students come from tribal area. The college is tirelessly functioning to bring the first learning generation of this hilly area into the main stream of higher education particularly from educationally, socially deprived section of the society. Our institution's vision is **"Higher Education for the Deprived Ones"** "We strive hard for social justice and respect all religions through intellectual, physical, cultural and emotional growth of students. The adjoining area of the college is non irrigated agriculture, hilly and tribal. The students enrolled in the college constitute most of the population of those coming from rural area. Most of the parent-farmers depend on agriculture only, and they face financial constrains in educating their wards. The students even their parents are willing to opt for higher college but inadequate finance forces them to discontinuation of education. Concession in payment of fees and waiving of fees in these cases enable the institution in fulfilling its vision of **"Higher Education for the Deprived Ones"**

Objects: -

- 1.To provide financial assistance to needy and deserving students.
- 2.To provide special assistance to girl students of the college.

Practices: -

Needy students are indentified and are provided with the facility of paying college fees in two or three installments. In some of the cases fees are totally waived and are borne by the management. Cash prizes are awarded by the donors to the needy l students from each of the classes.

Evidence of Success

Because of the concession given in payment of fees and waiving offers more and more poor students could take admission and continues their education otherwise would have been out. Students are motivated and encouraged by giving them special prizes and scholarship.

Resources required: -

Required resources are generated from Management, and various donors and from principal and Non-teaching staff.

Best Practices: -2

Title of the practice: - **Create environmental awareness .**

Goal: -

To create environmental awareness in college, adopted village and surrounding area.

Context: - According to survey of N.S.S. and DLIE it is found that the people are unaware about pollution free environment. Open defecation, lack of proper system of garbage and waste material

disposition lead to spread of diseases. Pursuant to Swachh Bharat Abhiyan initiated by Government of India, the theme was adopted by our college.

Practices: -The students of N.S.S. and DLIE were involved in this Initiative. NSS programme officer, DLIE In-Charge and other staff members oriented the students volunteers in respect of execution of plan. To get success in this initiative, the various means were used such as ,. slogans cards, posters, flip cards, group songs, street plays , door to door visit, etc., These activities were performed in adopted village and target area. Also experts' lectures with demonstration were organized in target area to get target people acquainted with the impact and repercussion of polluted environment. Government schemes under Swachh Bharat Abhiyan were introduced to the people and motivated them to take benefit of them.

Impact of practices: -

Students themselves oriented. They become conscious about that. Target people were also oriented and started utilizing dust bins, implementing scientific disposal system, avoiding plastic and thermo Cal, washing hands with soap after toilet ,getting free from open defecation etc. As a result, These efforts decrease quantum of diseases ,utilize Manure for agricultural purposes which helps increase in agriculture production. Generally, people enjoy healthy life. Publicity of Swachh Bharat Abhiyan took place. Government officers namely Tahashildar, B.D.O, medical officer in PHC, members in Grampanchat and social activists appreciated this initiative.
