



MATSYODARI SHIKSHAN SANSTHA'S,  
**ANKUSHRAO TOPE COLLEGE,**  
JALNA (MS)

**INTERNAL QUALITY ASSURANCE CELL**

**ANNUAL QUALITY ASSURANCE REPORT**  
**(YEAR 2017-2018)**

SUBMITTED  
to  
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL,  
BANGALORE.

## 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

AQAR for the year

2017-2018

#### I. Details of the Institution

1.1 Name of the Institution

Matsyodari Shikshan Sanstha's, Ankushrao Tope College,  
Jalna (MS)

1.2 Address Line 1

Near Motibag,

Address Line 2

Beside Railway Over Bridge

City/Town

Jalna

State

Maharashtra State

Pin Code

431203

Institution e-mail address

mssjln@rediffmail.com

Contact Nos.

02482-225332, 223439

Name of the Head of the Institution:

Dr. B.R. Gaikwad

Tel. No. with STD Code:

02482-225332

Mobile:

94040 42999

Name of the IQAC Co-ordinator:

Dr. Quadri S.J.

Mobile:

9960345793

IQAC e-mail address:

mssatciqac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

13677

OR

1.4 NAAC Executive Committee No. &amp; Date:

EC/62/RAR/008 Date: 5 January 2013

*(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:

www.mssartcollegejalna.com

Web-link of the AQAR:

http://www.mssartcollegejalna.com/iqac/aqar2017-18.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+	--	2003	2003-2008
2	2 <sup>nd</sup> Cycle	A	3.06	2013	2013-2018

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

10/07/2004

1.8 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 2012-13 submitted to NAAC on 17-12-2018**
- ii. **AQAR 2013-14 submitted to NAAC on 19-12-2018**
- iii. **AQAR 2014-15 submitted to NAAC on 20-12-2018**
- iv. **AQAR 2015-16 submitted to NAAC on 21-12-2018**
- v. **AQAR 2016-17 submitted to NAAC on 27-12-2018**

1.9 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  Not Applicable

(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

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

B.Lib., M.Lib.

1.11 Name of the Affiliating University (*for the Colleges*)

**Dr. Babasaheb Ambedkar  
Marathwada University, Aurangabad**

## 1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	<input type="text" value="--"/>		
University with Potential for Excellence	<input type="text" value="--"/>	UGC-CPE	<input type="text" value="√"/>
DST Star Scheme	<input type="text" value="--"/>	UGC-CE	<input type="text" value="--"/>
UGC-Special Assistance Programme	<input type="text" value="--"/>	DST-FIST	<input type="text" value="--"/>
UGC-Innovative PG programmes	<input type="text" value="--"/>	Any other ( <i>Specify</i> )	<input type="text" value="--"/>
UGC-COP Programmes	<input type="text" value="--"/>		

**2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="06"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="00"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="00"/>
2.9 Total No. of members	<input type="text" value="11"/>
2.10 No. of IQAC meetings held	<input type="text" value="02"/>

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

2.14 Significant Activities and contributions made by IQAC

**IQAC initiates certain activities and monitors their implementation in order to enhance the quality in all spheres of the Institution. Its focus is on the all round development of the students in general.**

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
<b>It has been decided to organize placements on the campus. It has been also decided to install Solar Energy Plant in the campus.</b>	<b>As planned last year, the Institution organized campus interviews for the graduated students. The renowned companies gave placement to selected students. In addition to this, the Solar Energy Plant was installed.</b>

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 per the suggestions by IQAC, decisions were taken.**

## 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	06	--	--	--
PG	12	--	12	--
UG	04	--	02	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	02	--	--	--
Certificate	--	--	--	--
Others	02	--	--	--
<b>Total</b>	26	--	14	--
Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

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

Pattern	Number of programmes
Semester	16
Trimester	--
Annual	04

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*

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

Nil

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

Nil

**Criterion – II****2. Teaching, Learning and Evaluation**

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
56	42	14	00	00

2.2 No. of permanent faculty with Ph.D.

23

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
33	09	00	00	00	00	00	00	30	10

2.4 No. of Guest and Visiting faculty and Temporary faculty

--

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10 (CHB)

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	4	7	19
Presented papers	4	9	3
Resource Persons	2	2	4

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

**The institution uses ICT, group discussion, seminars, projects, class tests, tutorials, field survey, instrumental survey, internship, study tours, e-notes, role-playing, question-answer method, practical etc.**

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

180

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

**The institution follows examination practices initiated by parent university such as revaluation (Double Valuation), Photocopy and Offline Multiple Choice Questions.**

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

BOS Member  
05Faculty  
2BOS Chairman  
2

2.10 Average percentage of attendance of students

83.47

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.	158	0.00	14.56	49.37	14.56	78.48
B.Com.	145	0.00	22.07	42.76	10.34	75.17
B.Sc.	46	6.52	28.26	43.48	4.35	82.61
B.C.A.	8	12.50	50.00	0.00	0.00	62.50
M.A.GEOGRAPHY	28	28.57	32.14	21.43	0.00	82.14
M.A.ECONOMICS	44	4.55	50.00	31.82	2.27	88.64
M.A.PSYCHOLOGY	19	5.26	21.05	47.37	0.00	73.68
M.A.SOCIOLOGY	49	0.00	24.49	38.78	10.20	73.47
M.A.POL.SCI.	42	0.00	30.95	40.48	0.00	71.43
M.A.PUB.ADMN.	8	0.00	50.00	25.00	0.00	75.00
M.A.HISTORY	36	2.78	41.67	30.56	2.78	77.78
M.A.ENGLISH	26	3.85	19.23	34.62	15.38	73.08
M.A.MARATHI	32	0.00	53.13	21.88	6.25	81.25
M.A.HINDI	11	0.00	90.91	0.00	0.00	90.91
M.Sc.Comp. Sci.	9	11.11	33.33	22.22	11.11	77.78
M.COM.	49	8.16	67.35	10.20	0.00	85.71

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

**The IQAC of the college continuously monitors teaching and learning process by asking feedback from all stakeholders in order to maintain the quality.**

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	2
Orientation programmes	-
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	26	-	-	-
Technical Staff	03	-	-	-

### Criterion – III - 3. Research, Consultancy and Extension

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

**The IQAC looks into the matter of providing facilities to promote research such as making carrels available in the library, uninterrupted internet facility, getting study leave sanctioned, and guiding the faculty for availing research funds from various agencies.**

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	3	0	1
Non-Peer Review Journals	0	0	0
e-Journals	0	0	0
Conference proceedings	0	0	0

#### 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 /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
07	--	06	1	--	--	--

3.18 No. of faculty from the Institution  
who are Ph. D. Guides  
and students registered under them

12

00

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

06

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

JRF 02

SRF 00

Project Fellows --

Any other 02

3.21 No. of students Participated in NSS events:

University level 00 State level 00

National level 00 District level 09

3.22 No. of students participated in NCC events:

University level NA State level NA

National level NA International level NA

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 NA State level NA

National level NA International level NA

## 3.25 No. of Extension activities organized

University forum	<input type="text" value="--"/>	College forum	<input type="text" value="25"/>		
NCC	<input type="text" value="NA"/>	NSS	<input type="text" value="27"/>	Any other	<input type="text" value="--"/>

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

**This year a 'Complete Health Check-up Camp' for rural women was organized at Ranjani, Taluka Ghansawangi, District Jalna, and seven hundred women were benefited.**

**Similarly, the NSS unit organizes rallies for Voter Awareness, AIDS Awareness, Environment Awareness, Green Literacy etc.**

**The institution has established 'Women Development Centre' to promote health care of girls students as well as female faculty. This centre is a working body which organizes health awareness seminar, blood examination camp and Rubella vaccination camp. In addition to these, it celebrates breast - feeding week every year.**

**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 (In Acres)	9.5	--	Parent Institution	9.5
Class rooms	33	--	Parent Institution	33
Laboratories	06	--	Parent Institution	06
Seminar Halls	02	--	Parent Institution	02
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	--	--	--	-
Value of the equipment purchased during the year (Rs. in Lakhs)	--	--	--	-
Others:				
NAAC / IQAC office	01	--	Parent Institution	01
Girls Hostel	02	--	UGC	02
Dinning Hall	01		Parent Institution	01
Library	01	--	UGC & Parent Institution	01
Indoor Sports Hall	01	--	UGC & Parent Institution	01
Basket Ball Flood Light Court	01		UGC	01
Gymnasium Hall	01	--	Parent Institution	01
Canteen	01	--	Parent Institution	01
NSS Office	01	--	Parent Institution	01
Meditation Hall	01	--	Parent Institution	01
Store Rooms	03	--	Parent Institution	03
Rain Water Storage Tank	01	--	Parent Institution	01
Open Study Centre	01	--	Parent Institution	01
Girls Common Room	01	--	Parent Institution	01
Department Cabins	08	--	Parent Institution	08
Central Office	03	--	Parent Institution	03
Worm Fertilizer Tank	01	--	Parent Institution	01
Walking / Running Track	01	--	Parent Institution	01
Football Ground				
Kabbadi Ground				
Kho-Kho Ground				
Volleyball court	02	--	Parent Institution	02
Handball Ground	01	--	Parent Institution	01
Jumping pit	02	--	Parent Institution	02
Washrooms	06	--	Parent Institution	06
Parking	01	--	Parent Institution	01
Servant Quarters	03	--	Parent Institution	03

## 4.2 Computerization of administration and library

**The institution has computerized office with CMS (College Management Software) and Library with SOUL 2.0 software.**

## 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	43,907	60,39,222	644	2,14,424	44,604	62,53,646
Reference Books	1,487	14,66,091	41	49,220	1528	15,15,311
e-Books	31,35,000+	-				
Journals	88	71,675	--	--	88	71,675
e-Journals	6000+	-	--	--	6000+	-
Digital Database	-	-				
CD & Video	127	94,867	--	--	127	94,867
Others (specify)	-	-	-	-	-	-

## 4.4 Technology upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	111	03	3 connections	--	--	1	15	--
Added	10	0	0	--	--	0	0	--
Total	121	03	3 connections	--	--	1	15	--

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

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## 4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs.36,520
ii) Campus Infrastructure and facilities	Rs.4,60,333
iii) Equipments	Rs.95,307
iv) Others	Rs.1,52,483
<b>Total :</b>	<b>Rs.7,44,643</b>

**Criterion – V****5. Student Support and Progression**

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

**IQAC of the Institution is actively engaged in creating awareness about Student Support Services, such as economic support to economic backward students. It suggests various supportive schemes in the interest of student support like fees concession, fees exemption and all the schemes offered by government are explored and studied and suggested to the office for the necessary action.**

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

**The Institution seriously takes review time to time of the support to the students and progress they have made. Meetings of the concerned are held regularly to discuss the matter by inspecting the documents procured during the process of the student support and their progress. Instructions are given to various committees working for all round development and progress of the students. The working and results of these committees are monitored to check the progression of the students in various areas such as academic, sports, cultural and extra and co-curricular activities. The suggestions from IQAC are also considered for the action.**

## 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others (B.Lib. & M.Lib.)
1707	701	02	115

## (b) No. of students outside the state

--
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## (c) No. of international students

2
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Men	No	%	Women	No	%
	1501	59		1024	40

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1442	538	54	876	2	2912	1248	485	48	742	2	2525

Demand ratio 1:1

Dropout - 15.93%

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

**The Institution has formed a 'Competitive Examination Coaching Centre' to offer coaching for various competitive examinations to the students of the college. A hall equipped with ICT facilities is available for conducting classes. In the Library, sufficient number of books, journals, e-journals, CDs on competitive examinations are also made available.**

No. of students beneficiaries

250
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## 5.5 No. of students qualified in these examinations

NET	<input type="text" value="01"/>	SET/SLET	<input type="text" value="01"/>	GATE	<input type="text" value="--"/>	CAT	<input type="text" value="--"/>
IAS/IPS etc	<input type="text" value="--"/>	State PSC	<input type="text" value="--"/>	UPSC	<input type="text" value="--"/>	Others	<input type="text" value="--"/>

## 5.6 Details of student counselling and career guidance

**As stated the above, the Institution has formed a 'Competitive Examination Coaching Centre' which also offers counseling and career guidance. Experts from various fields (from the Institution and outside the Institution) are invited for counseling and guiding in such fields Education, Career, Marital and Psychology.**

No. of students benefitted

## 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
01	60	04	--

## 5.8 Details of gender sensitization programmes

**The Institution is very much serious about gender sensitization so that it promotes such programmes as arranging rallies to save girl child and female foetus. On the campus of the institution blood examination camps are organized to test hemoglobin level. Similarly, girls students are trained in Judo & Karate for self defense. Anti ragging cell is active to prevent harassment of girls students. Various functions to promote women empowerment are also organized.**

## 5.9 Students Activities

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

State/ University level	<input type="text" value="03"/>	National level	<input type="text" value="--"/>	International level	<input type="text" value="--"/>
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No. of students participated in cultural events

State/ University level	<input type="text" value="11"/>	National level	<input type="text" value="--"/>	International level	<input type="text" value="--"/>
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## 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	939	Rs.49,24,020
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: **No.**

## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

**Vision:**

**"To enlighten, empower and awaken the masses of the region through qualitative, training and value-based education."**

**MISSION**

**"To make education facilities available to the common people so as to enable them to understand life and to make them capable of facing the challenges of the world through all-round physical, ethical and intellectual development of their 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

**The 'Board of Studies' formed by the parent university revise the syllabi after every three years and the Institution implement the same. It is a regular practice to follow the syllabi approved by the parent university. The institution contributes to developing curriculum of the parent university since eleven faculty members are working as Chairmen (02) and Members (05) of various Board of Studies. The feedback on syllabi from all stakeholders is sought and necessary changes are made in them through the chairmen and the members of the same body.**

##### 6.3.2 Teaching and Learning

**The Governing Body of the Institution at the beginning of an academic year holds its meeting to discuss the strategies and plans to be implemented in teaching and learning. It also provides all necessary facilities. The Institution closely follows its suggestions while dealing with the matter in the following way as suggested by the Governing Body. The Institution gives top priority to teaching and learning and its plan is executed seriously. The semester-wise teaching plan is prepared at the beginning of an academic year and care is taken to implement the plan in teaching and learning. The faculty uses textbooks, reference books, e-books, journals, CDs and Videos in teaching and learning, in addition to the books recommended by the parent university. In the process of teaching and learning, the faculty provides and recommends e-notes, photo-copies of the material, which is the part of syllabi, to students. Above all the faculty uses ICT in classroom in order to make teaching - learning interesting and entertaining to students.**

## 6.3.3 Examination and Evaluation

**Governing Body of the Institution sees that the rules and regulations regarding examination be followed and implemented. The Institution follows the examination and evaluation system adopted by the parent university. Examinations are held at the end of every semester. For this purpose, the Examination Committee is formed and monitored. It organizes a Local Vigilance Squad in order to prevent unfair practices in the examinations.**

**In addition to this, the Institution conducts tests, tutorial, field survey, practical, research projects and seminars as parts of internal examinations.**

**The same process is followed in evaluation of answer books. The parent university has allotted District Central Assessment Scheme centre to evaluate answer books from various colleges of the region. The work of assessment is fairly done in due time.**

## 6.3.4 Research and Development

**The Governing Body of the Institution promotes research and, as a part of it, encourages the individual faculty members for it. The Research Centre in six subjects (Economics, Psychology, Geography, Sociology, Public Administration and Political Science) has been established to cater the research need. There are eleven faculty members who are recognized research guide.**

**The faculty is permitted to attend the seminars, workshops, conferences and symposiums, and is supported financially. Even the faculty is granted study leave for Ph.D. under Faculty Improvement Programme by UGC.**

**In addition to this, faculty members published four research papers in national and international journals. Reference books and textbooks by faculty members were also published in this year.**

## 6.3.5 Library, ICT and physical infrastructure / instrumentation

**The Governing Body of the Institution considers Library as the major facility on the campus. To avail this facility in a better way, it has upgraded Library with International SOUL 2.0 software. The Library now boasts of having textbooks, reference book, e-books, journals, e-journals and CDs and Videos in different subjects. A separate reading room for boys and girls students are provided in the Library.**

**The ICT has been used in classrooms for teaching purposes. Sufficient number of computers, uninterrupted internet connectivity and other equipments are available for the use.**

**The Institution has a sufficient number of classrooms, laboratories, Girls Common Room, NAAC / IQAC Office, Girls Hostel, Gymnasium Hall, Canteen, NSS Office, Meditation Hall, Walking / Running Track, Football Ground, Kabbadi Ground, Kho-Kho Ground, Volleyball court, Handball Ground, Jumping pit, Washrooms and Parking lot etc.**

## 6.3.6 Human Resource Management

**The Governing Body of the Institution looks into the matter of managing the human resource available. Different works such as academic, administrative, and co-curricular are done through various committees formed from faculty and the staff. The Principal of the Institution supervises as the chief of these committees.**

**The official works are distributed and assigned to different support staff in order to get it done fairly and in time.**

## 6.3.7 Faculty and Staff recruitment

**The recruitment of faculty and the staff is done by the rules and regulations laid down by the parent university, State Government and UGC. The Governing Body of the Institution ensures that all these rules and regulations be followed and implemented fairly.**

## 6.3.8 Industry Interaction / Collaboration

**The Department of Psychology department of the Institution has collaborated with Psychiatric Hospitals, Aurangabad. Third year students of the Department work in these hospitals as apprentices. The Department of Commerce also has collaboration with Samarath Sahakari Bank and under this collaboration the third year students of the department visit the bank and learn how the work of it is being done.**

## 6.3.9 Admission of Students

**The admission process of the Institution is transparent and fair. At the beginning of the academic year an advertisement is published in newspapers highlighting merit and salient features of the Institution. The faculty-wise Admission Committees are formed in order to carry out the admission process. Admissions are given on the basis 'First Come First Serve.' In this process, the reservation policy is keenly followed and implemented. Admission are open to all students irrespective of caste, religion, gender and economic backwardness.**

## 6.4 Welfare schemes for

<b>Teaching</b>	<p>Attention is given to welfare of teaching faculty by providing various schemes available. Medical leave and medical reimbursement are given to them. As a part of welfare, teachers' cash credit society has been established and the same society sanctions loan to its members at demand.</p> <p>The faculty of the institution working on granted basis provide non-refundable financial help to any member working on CHB in emergency.</p>
<b>Non teaching</b>	<p>Attention is given to welfare of teaching faculty by providing various schemes available. Medical leave and medical reimbursement are given to them. As a part of welfare, teachers' cash credit society has been established and the same society sanctions loan to its members at demand.</p> <p>The faculty of the institution working on granted basis provide non-refundable financial help to any member working on CHB in emergency.</p>
<b>Students</b>	<ul style="list-style-type: none"> <li>• The Institution is consistently engaged in the welfare of its students. It provides the economically backward students with finance through its 'Earn and Learn Scheme.' This scheme is available only in this Institution in the region hence it is unique. The Institution considers it as its best practice.</li> <li>• Free Medical Health Check-up Camps are organized for students on the campus.</li> <li>• The faculty of the Institution sponsors financial prizes for meritorious students in their respective subjects.</li> <li>• The Institution ensures that the students be benefited by various government welfare schemes.</li> </ul>

6.5 Total corpus fund generated

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6.6 Whether annual financial audit has been done    Yes     No 

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	--	No	--
Administrative	Yes	ISO	Yes	Parent Institution

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?

N.A.

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

N.A.

6.11 Activities and support from the Alumni Association

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6.12 Activities and support from the Parent – Teacher Association

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6.13 Development programmes for support staff

**The Institution also pays its attention to development of supporting staff. It organizes training camps in Tally and Office Management Software. Training in Communication skills and record keeping is also given to them.**

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

**The Institution has made its campus eco-friendly and beautiful by plantation. It avoids disposals items such as paper cups and paper plates on the campus. The use of plastic bags and plastic materials are completely prohibited. The campus is declared as a Silent Zone in order to reduce sound pollution. The solid waste is reduced to a minimal level. The sewerage water is underground channelled and stored in a cement waterproof tank. The trees and flowers on the campus enhance the beauty and eco-friendship.**

## 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.

**In order to increase the reading habits among students, the Institution has initiated three hours reading of students once within a week in the memory of the former President and Scientists Dr. A.P. J. Abdul Kalam.**

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

**As planned last year, the Institution organized campus interviews for the graduated students. The renowned companies gave placement to selected students.**

**In addition to this, the Solar Energy Plant was installed.**

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

**The Institution's 'Earn and Learn' scheme is the best practice not only in the district but also in the region. It is self regulated scheme which supports the poor students financially. It helps students to be independent and continue their education.**

**Medical Check up Camp for students and society is organized every year. Diagnosed patients are offered treatment and if necessary operated on too.**

**Blood Donation Camp is organized every year on the campus of the Institution.**

- 7.4 Contribution to environmental awareness / protection

**The Institution has developed its campus with plantation which is an example for environmental awareness. It plants native trees and protect them to grow up. Outside of the campus and along with the road to college the trees are planted and protected. NSS unit organizes camp every year to create environmental awareness. The work of soil conservation is also undertaken.**

- 7.5 Whether environmental audit was conducted? Yes  No

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

**The institution has a large number of learners. The library contains ample text books and reference books. Newspapers and journals of various subjects are made available for the students. The Institution is situated in an ideal place having in its vicinity Government Library, Government Hospital and Government Offices Campus.**

8. Plans of institution for next year

**It has been decided to apply for B.Voc. courses.**

**Dr. Quadri S.J.**  
*(Head, Dept. of Psychology)*  
Coordinator, IQAC

**Dr. B. R. Gaikwad**  
*(Principal)*  
Chairperson, IQAC