



Shri Narayanrao Babasaheb Education Society's

**SHRI VENKATESH MAHAVIDYAYALAYA,  
ICHALKARNJI**

(Affiliated to Shivaji University, Kolhapur)  
Govindrao High School Campus, Rajwada Chowk, Ichalkarnji ,  
PIN: 416 115  
District: Kolhapur, State: Maharashtra

[www.venkateshcollege.com](http://www.venkateshcollege.com)  
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**ANNUAL QUALITY ASSURANCE  
REPORT -2012-13**

Submitted To  
**NATIONAL ASSESSMENT AND ACCREDITATION  
COUNCIL (NAAC)**  
Bangalore- 560072

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

Part – A

**AQAR for the year** : 2012--2013

**1. Details of the Institution**

1.1: Name of the Institution : Shri Venkatesh Mahavidyalaya, Ichalkaranji

1.2: Address Line 1 : Govindrao High School Campus,  
Rajwada Chowk

City/Town : Ichalkaranji, Dist: Kolhapur

State : Maharashtra

Pin Code : 416 115

Institution e-mail address : *mshrvenkatesh@yahoo.com*

Contact Nos. : (0230) 2424534

Name of the Head of the Institution: Dr. Babasaheb A. Khot

Tel. No. with STD Code: : (0230) 2424534

Mobile : 919422613554

Name of the IQAC Co-ordinator : Dr. Naushad M. Mujawar

Mobile: : 9822673554

IQAC e-mail address : *vmiqac230@gmail.com*

1.3: NAAC Track ID : MHCOGN10596

1.4: NAAC Executive Committee  
No. & Date : EC/53/RAR/79 dated 4-09-2010

1.5: Website address : *www.venkateshcollege.com*  
Web-link of the AQAR : <http://www.venkateshcollege.com/AQAR2012-13.php>

1.6: Accreditation Details

Sl. No	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	73.80	January, 2004	January, 2009
2	2 <sup>nd</sup> Cycle	B	2.12	September, 2010	September, 2015

1.7: Date of Establishment of IQAC : 1/07/2014

1.8: Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

i	AQAR-2011-12	17-07-2017
ii	AQAR-2012-13	17-07-2017
iii	AQAR-2013-14	17-07-2017
iv	AQAR-2014-15	17-07-2017
v	AQAR-2015-16	17-07-2017

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 (eg. AICTE, BCI, MCI, PCI, NCI)	Yes	No
		√

Type of Institution	Co-education	Men	Women	Urban	Rural	Tribal
	√			√		

Financial Status	Grant-in Aid	UGC 2 (f)	UGC 12 (B)	Grant-in –Aid + Self-financing	Totally self-financing
	√	√	√		

1.10: Type of Faculty/Programme

Arts	
Science	
Commerce	√
Law	
PEI (Phy. Edu.)	
TEI (Edu.)	
Engineering	
Health Science	
Management	
Other (Specify)	

1.11 Name of the Affiliating University : Shivaji University, Kolhapur

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

Autonomy by State/Central Govt. / University	No
University with Potential for Excellence	No
DST Star Scheme	No
UGC-CPE	No
UGC-Special Assistance Programme	No
UGC-CE	No
UGC-Innovative PG programmes	No
DST-FIST	No
UGC-COP Programmes	No
Any other	No

**2. IQAC Composition and Activities**

2.1	No. of Teachers	05
2.2	No. of Administrative/Technical staff	02
2.3	No. of students	00
2.4	No. of Management representatives	02
2.5	No. of Alumni	00
2.6	No. of any other stakeholder and community representatives	00
2.7	No. of Employers/ Industrialists	00
2.8	No. of other External Experts	01
<b>2.9</b>	<b>Total No. of members</b>	<b>10</b>

2.10: No. of IQAC meetings held: 04

2.11: No. of meetings with various stakeholders:

No.	Faculty	Non-Teaching Staff	Students	Alumni	Others
06	02	01	01	01	01

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

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
Nil	Nil	Nil	Nil	Nil

(ii) Themes : ---

2.14: Significant activities and contributions made by IQAC

- (1) Establishment of LCDs in classrooms
- (2) Establishment of Computer Lab-2
- (3) Preparation of Institutional Calendar
- (4) Encouragement to faculty to publish research papers in peer-reviewed journals
- (5) Gearing up the Competitive Examination Guidance Cell
- (6) Verification of Self-Appraisal Reports of faculty
- (7) Monitoring Analysis of Students' Feedback
- (8) Increasing girl students' participation in sports, outreach programmes & cultural activities
- (9) Encouragement to B.B.A. students to participate in Inter-collegiate Events
- (10) Organisation of Gender-sensitization Programmes
- (11) Organising Book Exhibitions & appealing teachers & students to choose the books
- (12) Preparation for IT Audit
- (13) Starting Swayamsidhha Cell

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
Preparation of Institutional Calendar	Institutional Calendar is prepared for the academic year, 2012-13
Formation of Students' Council	It was formed according to Maharashtra Universities Act, 1994
Establishment of LCDs in classrooms	LCDs are established in 6 classrooms

Establishment of Computer Lab-2	20 computers are installed in Commerce Lab with Internet connectivity
Encouragement to faculty to publish research papers in peer-reviewed journals	Faculty published in all 4 research papers in peer-reviewed journals
Gearing up the Competitive Examination Guidance Cell	Experts' lectures were organised to guide students about competitive examinations & training in physical fitness was provided
Increasing girl students' participation in sports , outreach programmes & cultural activities	The girl students participation in sports , outreach programmes & cultural activities was increased by involving lady teachers in them
Encouragement to B.B.A. students to participate in Inter-collegiate Events	B.B.A. students took part in Inter-collegiate Events organised by reputed Management Institutes
Organisation of Gender-sensitization Programmes	Gender-sensitization programmes were organised by Sexual Harassment (Prohibition) Committee
Organising Lead College Workshops	Organised three one-day workshops under Lead College Scheme of Shivaji University— (i) Women Health & Awareness about Domestic Violence (Prevention) Act (ii) Stress Management (iii) Vishakha Verdict & Domestic Violence (Prevention) Act
Book Exhibitions	Book Exhibitions was organised and the teachers & students were appealed to choose the useful books.
Preparation for IT Audit	Format for IT Audit of the college was prepared
Swayamsidhha Cell	Swayamsidhha Cell was started under egis of Ladies Association to nurture handicraft skills of girl students

\* Institutional Calendar of the year is attached as Annexure-1

2.15: Whether the AQAR was placed in statutory body? : Yes

Management	Syndicate	Any other body
√	---	---

Provide the details of the action taken:

Data and information presented in AQAR was discussed first in faculty meeting and then approved by the management.

## 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	01	---	01	---
UG	02	---	01	---
PG Diploma	---	---	---	---
Advanced Diploma	---	---	---	---
Diploma	---	---	---	---
Certificate	---	---	---	---
Others (Short-term course)	---	---	---	---
<b>Total</b>	03	---	02	---

<b>Interdisciplinary</b>	---	---	---	---
<b>Innovative</b>	---	---	---	---

##### 1.2: (i) Flexibility of the Curriculum:

CBCS	Core/Elective option	Open options
No	For UG (B.Com.)	No

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

Pattern	Number of programmes
Semester	B.Com. & B.B.A.
Trimester	---
Annual	M.Com.

##### 1.3: Feedback from stakeholders\* (*On all aspects*)

Alumni	Parents	Employers	Students
Yes	Yes	No	Yes

Mode of feedback:

Online	Manual	Co-operating schools (for PEI)
No	Yes	No

\*Analysis of the feedback provided in the Annexure-2

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

Yes. The syllabus of B.Com.-Part-II was revised by Shivaji University & made effective from June, 2014.

**Salient aspects:**

- i) The stories of successful entrepreneurs, Lijjat Papad & MSME Act were incorporated in the compulsory paper on Fundamentals of Entrepreneurship
- ii) Contemporary trends in business and accounting was addressed.

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

No



## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1: Total no. of permanent faculty

Total	Assistant Professors	Associate Professors	Professors	Others
29	06	06	00	17

2.2: No. of permanent faculty with Ph.D.: 03

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
06	---	06	---	---	---	17	---	29	---

2.4: No. of Guest and Visiting faculty and Temporary faculty

Guest	Visiting	Temporary
00	00	17

2.5: Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars	02	09	06
Presented papers	02	05	02
Resource Persons	---	---	03

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

- i) Teaching Plans
- ii) PPTs for lectures
- iii) Poster Presentation
- iv) Use of dailies like Economic Times, Business Standard and magazines like Business India, Capital Market
- v) Class Assignments & Home Assignments
- vi) Seminars/ Guest (Experts) Lectures on practical-oriented contents

2.7: Total No. of actual teaching days during this academic year: 196

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

Nil

2.9: No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop. : 02

2.10: Average percentage of attendance of students: 85%

2.11: Course/Programme-wise distribution of pass percentage: (March/April-2013)

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Total Pass %
B.Com.	329	8.81	37.39	25.84	1.52	73.10
B.B.A.	29	27.59	44.83	20.69	---	93.30
M.Com.	29	3.45	3.44	58.62	13.79	79.31

*Only final year examination is considered.*

Ms. Varsha Kadate stood **Third** (B.B.A.) in the order of Merit of Shivaji University.

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

- i) The classes start from the very first day of the term
- ii) IQAC prepares the Institutional Calendar and provides the formats of Teaching Plans which every teacher has to submit at the beginning of each term
- iii) Syllabus Completion Reports & Subject-wise result analysis is collected & scrutinised
- v) IQAC scrutinises the Self- Appraisal Reports submitted by the teachers
- vi) In-charge of Time Table committee and Staff Secretary are entrusted with day-to-day monitoring the teaching-learning process. It is done by Course co-ordinators in case of B.B. A. & M.Com. courses.
- vii) Students' feedback on teachers' is analysed

2.13: Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	01
UGC- Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	00
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	00
Others (Special Summer School)	01

2.14: Details of Administrative and Technical staff

<b>Category</b>	<b>Number of Permanent Employees</b>	<b>Number of Vacant Positions</b>	<b>Number of permanent positions filled during the Year</b>	<b>Number of positions filled temporarily</b>
Administrative Staff	10	01	00	01
Technical Staff	00	00	00	00

### Criterion – III

#### 3. Research, Consultancy and Extension

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

- i) Research Committee of the college inspires and facilitates the teachers to undertake minor research projects and pursue doctorates and also regulates the students' research work
- ii) Before submission of research proposals, the concerned faculty submits its copy to Research Committee, which scrutinises the same and makes suggestions for improvement.
- iii) Separate computers with Internet connectivity and Wi-Fi facility is provided for free of cost to faculty & students
- iv) The latest books & periodicals on a variety of areas covered under Commerce, Management, Finance and Marketing are collected to support the faculty & students research.
- v) Encouraging the teachers to present research papers in state, national and International seminars, workshops and conferences, for which the college sanctions duty leaves and reimburses the registration fees.
- vi) The teachers are inspired to contribute as co-author for preparation of Self-Instructional Material (SIM) for Distance Education Centre of University
- vii) Motivating the faculty to participate in workshops on Research for which the college sanctions duty leaves

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	--	4	--	--
Outlay in Rs. Lakhs	--	--	--	--

3.4: Details on research publications

	International	National	Others
Peer Reviewed Journals	02	02	--
Non-Peer Review Journals	--	--	--
e-Journals	--	--	--
Conference proceedings	--	--	--

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	2 Years	UGC	NA	NA
Interdisciplinary Projects	--	---	---	---
Industry sponsored	--	---	---	---
Projects sponsored by the University/ College	--	---	---	---
Students research projects (other than compulsory by the University)	--	---	---	---
Any other(Specify)	--	---	---	---
<b>Total</b>	<b>--</b>	<b>---</b>	<b>---</b>	<b>---</b>

3.7: No. of books published

<b>i) With ISBN No</b>	00
<b>Chapters in Edited Books</b>	07
<b>ii) Without ISBN No</b>	00

3.8: No. of University Departments receiving funds from

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

3.9 For colleges

Autonomy	CPE	DBT Star Scheme	INSPIRE	CE	Any Other (specify)
No	No	No	No	No	No

3.10: Revenue generated through consultancy: Nil

3.11: No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	---	---	---	---	03*
Sponsoring agencies	---	---	---	---	Shivaji University

\* Lead college workshops

3.12: No. of faculty served as experts, chairpersons or resource persons: 03

3.13: No. of collaborations

<b>International</b>	<b>National</b>	<b>Any other</b>
Nil	Nil	01

3.14: No. of linkages created during this year: 00

3.15: Total budget for research for current year in lakhs: Nil

From funding agency	---
From Management of University/College	Money spent on research journals
<b>Total</b>	---

3.16: No. of patents received this year

<b>Type of Patent</b>		<b>Number</b>
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

<b>Total</b>	<b>International</b>	<b>National</b>	<b>State</b>	<b>University</b>	<b>District</b>	<b>College</b>
---	---	---	---	---	---	---

3.18: No. of faculty from the Institution:

who are Ph. D. Guides: 03  
and students registered under them: 06

3.19: No. of Ph.D. awarded by faculty from the Institution: 00

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

<b>JRF</b>	<b>SRF</b>	<b>Project Fellows</b>	<b>Any other</b>
Nil	Nil	Nil	Nil

3.21: No. of students participated in NSS events:

University level	State level	National level	International level
40	02	Nil	Nil

3.22: No. of students participated in NCC events:

University level	State level	National level	International level
00	00	00	00

3.23: No. of Awards won in NSS:

University level	State level	National level	International level
00	00	00	00

3.24: No. of Awards won in NCC:

University level	State level	National level	International level
00	00	00	00

3.25: No. of Extension activities organized

University forum	College forum	NCC	NSS	Any other
03	00	00	13	03(BBA dept.)

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

- i) Visiting Orphanages, Old-age Homes, Leprocy Colonies and Schools for Mentally Retarded (Sanmati Vidyamandir) students and celebrating festivals (like Makar Sankranti and Raksha Bandhan) with them
- ii) Kranti-Din Rally
- iii) Blood Donation Camps
- iv) Seminar on Importance of Literary
- v) Participation in social movements like De-addiction Movement, Rallies on Human Rights,
- vi) Cleanliness campaign at public places –*Kala Odha, Nadi Ghat* (Bank of River) area
- vii) *Nirmalya Visarjan Prabodhan* (To protect river from getting polluted)
- viii) *Gram Swachhata Abhiyan* (Cleanliness Campaign at Rangoli-The adopted village)
- ix) Aids Awareness Programme
- x) Celebration of Human Rights Day
- xi) Tree Plantation & Environment Protection
- xii) *Panchganga* River cleanliness campaign
- xiii) Yuva Sandesh Rally on occasion of Birth Anniversary of Swami Vivekananda
- xiv) Participation in Road Safety Movement
- xv) Celebration of Independence Day, Republic Day and World Population Day, Constitution Day, International Women Day, *Bal-Din* etc.

**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	2.33 acres	---	---	2.33 acres
Class rooms	09+3	---	---	12
Laboratories	---	---	---	---
Seminar Halls	---	---	---	---
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	100	42 chairs & one bell	UGC+ College Fund	142 chairs 01 Bell
Value of the equipment purchased during the year (Rs. in Lakhs)	2,50,000	67,235	---	3,17,235
Others	---	---	---	---

4.2: Computerization of administration and library:

- i) The whole administrative work is done by using computers, Internet. Wi-Fi is provided in the college.
- ii) There is OPAC in the library. Two computers with Internet connectivity are placed in the library for use of faculty. Three other computers are used for storage of data regarding library.

4.3: Library services:

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value (Rs.)	No.	Value (Rs.)
Text Books	5,510	4,26,455	510	33,556	6,020	4,60,011
Reference Books	6,162	7,57,867	144	48,520	6,306	8,06,387
e-Books	---	---	---	---	---	---
Journals	30	NA	---	---	---	---
e-Journals	---	---	---	---	---	---
Digital Database	---	---	---	---	---	---
CD & Video	---	---	---	---	---	---
Others (specify)	---	---	---	---	---	---

4.4: Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	25	01	01	--	--	--	--	--
Added	03	--	--	--	--	--	--	--
Total	28	01	01	--	--	--	--	--



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

- i) Networking is provided to computers used by administrative staff
- ii) Internet & Wi-Fi is provided
- iii) Teachers & students have free access to computers & Internet facilities
- iv) The process of admission, eligibility, sending marks of internal evaluation, conduct of examination & declaration of results are carried out with the help of computers & Internet
- v) The rapport with University and Joint Director is maintained on-line for administrative purpose
- vi) The office staff is deputed to participate in the workshops organised by University for technological upgradation (Exam. work, AISHE)
- viii) LCD projectors are provided in classrooms

4.6: Amount spent on maintenance in lakhs:

i) ICT	1.12
ii) Campus Infrastructure and facilities	1.18
iii) Equipments	0.67
iv) Others	---
<b>Total</b>	<b>2.97</b>

**Criterion – V**

**5. Student Support and Progression**

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

- i) IQAC prepares the Institutional Calendar which outlines the curricular, co-curricular & extension activities
- ii) *Sudarshan*, the annual report of the college, provides the detailed reports on student activities & support services.
- iii) Prospectus & college website contains the details of all support services available to students
- iii) Display & circulation of notices & circulars and class announcements
- iv) Freshers' welcome/ Principal's address to newly admitted students

5.2: Efforts made by the institution for tracking the progression

- i) The college facilitates student progression to higher level education and employment through---.
  - Personal counseling by teachers
  - Guest lectures on professional examinations
  - Counselling sessions of eminent faculties of M.B.A. Institute.
  - Campus visits to M.B.A. Institutes
- ii) The college tracks the progression through informal feedback from students, parents, alumni and employers.

5.3: (a) Total Number of students

UG (B. Com. & B.B. A)	PG	Ph. D.	Others
1539	90	00	00

(b) No. of students outside the state: 05

(c) No. of international students: Nil

Men		Women	
No.	%	No.	%
720	44.20	909	55.80

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1395	37	00	135	01	1568	1404	74	00	149	02	1629

Demand Ratio			Dropout %		
B.Com.	B.B.A.	M.Com.	B.Com.	B.B.A.	M.Com.
1.56	1.67	2.62	0.43		

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

The college has Competitive Examination Guidance Cell operating under a committee of senior teachers.

- i) Guest lectures of Sanjay Kulkarni & Ashok Keasrkar of Snehbandh Sanstha was organised on 'Competitive Examination: Nature, Preparation & Opportunity' on 21-12-2012.
- ii) The college organised the State-level General Knowledge Test (MTS) on 5<sup>th</sup> January, 2013 in association with Yashwantrao Chavan Mahavidyalaya, Pune, for which 100 students of the college appeared.
- ii) Several books on competitive examinations including NET/SET, Banking Exams. General Knowledge, Numerical Ability Test, Attitude/ Aptitude Tests are made available to students. The separate arrangement is made in the library to store these books.
- iii) The reading rooms are made available in afternoon session
- iv) Venkatesh Academy, whose in-charge is the Physical Director of the college, provides coaching in Physical Fitness to the students preparing to join State Police Force & Military. This is done in the afternoon hours. Many of the students are befitted and now working in Maharashtra Police Force.

<b>No. of students beneficiaries</b>	125
--------------------------------------	-----

5.5: No. of students qualified in these examinations

NET	00
SET/SLET	00
GATE	00
CAT	00
IAS/IPS etc.	00
State PSC	00
UPSC	00
Others	07

5.6: Details of student counselling and career guidance:

<b>No. of students beneficiaries</b>	125
--------------------------------------	-----

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
Nil	Nil	Nil	Nil

### 5.8: Details of gender sensitization programmes

There is a separate Girls' Forum and Internal Complaints Committee function under the headship of senior lady teacher and a social women activist (Adv. Madhuri Kajave) respectively, which organise various gender sensitization programmes for faculty and students.

**i) Ladies' Association:** Ladies' Association organised the following programmes.

- Oath for eradication of Female Foeticide
- PPT & poster presentation on Female Foeticide/Save Girl Child
- Street-paly on Female Foeticide/Save Girl Child
- 60 girl students were deputed to participate in 6<sup>th</sup> Mahila Rajya Parishad -2012 organised by Business Express Shree Foundation & Rotary Club of Ichalkaranji , Central Inner-wheel Club of Ichalkarnji on 19<sup>th</sup> December, 2012
- Presentations of girls on occasion of Birth Anniversary of *Krantijyoti Savitribai Phule* on 3<sup>rd</sup> January, 2013
- Elocution competition on Women Entrepreneurship
- It also organized 2-day special events (Dhanak-2013) on 18<sup>th</sup> & 19<sup>th</sup> January, 2013 under which several competitions exclusively for girl students were conducted. To carry out this event, various Sub-Committees of students are formed and the required autonomy and freedom is given to them.

**ii) Sexual Harassment (Prohibition) Committee:** The committee created awareness among students about gender-equality & organised a guest lecture on Laws relating to women

**iii) Swayamsidhha Cell** organised workshops on making of paper flowers, bouquet& wall hanging etc.

### 5.9: Students Activities

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

	State/ University level	National level	International level
<b>Sports/Games</b>	60	02	---
<b>Management Events</b>	26	---	---

No. of students participated in cultural events

<b>State/ University level</b>	37
<b>International level</b>	--
<b>National level</b>	---

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

**Sports:**

	State/ University level	National level	International level
<b>Sports/Games</b>	20 + 3 State	01	---
<b>Management Events</b>	06	---	---

**Cultural:**

	State/ University level	National level	International level
<b>Cultural Events</b>	03	---	---

5.10: Scholarships and Financial Support

	Number of students	Amount (Rs. )
Financial support from institution	---	---
Financial support from government	376	12,87,000
Financial support from other sources	---	---
Number of students who received International/ National recognitions	---	---

5.11: Student organised / initiatives

**Fairs:**

<b>State/ University level</b>	Nil
<b>International level</b>	Nil
<b>National level</b>	Nil

**Exhibition:**

<b>State/ University level</b>	Nil
<b>International level</b>	Nil
<b>National level</b>	Nil

5.12: No. of social initiatives undertaken by the students: 12

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

- i) The major exam-related grievances were about marks not displayed by University on mark-lists and the present students were shown absent in the final mark-lists. They were sorted out by sending the exam, co-ordinator and clerk to the examination department of University.
- ii) The students having low percentage of marks in qualifying examination loose the opportunity of admission to B.Com., B.B.A. & M. Com. courses

**Criterion – VI**

**6. Governance, Leadership and Management**

6.1: State the Vision and Mission of the institution

**Vision:**

‘To become the premier educational institution to provide quality commerce education blending with moral and civic values, relevant in the present context’

**Mission:**

‘To impart quality education in commerce to all classes of society and mould the students into socially responsible citizens and to contribute in the development of human resources to meet the contemporary challenges’

6.2: Does the Institution has a Management Information System

Yes. The college gathers the data relating to students (from admission till declaration of result and issuance of T.C) , teachers and administrative staff (from appointment till date & retirement) and also of the meetings conducted, resolutions passed & decisions taken at the meetings etc. , constantly updates it & retrieves as & when needed for decision-making by the Heads, the Principal & the Management. The data is preserved in both modes –manual and computerised.

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

6.3.1: Curriculum Development

i) As a member of sub-committees, the faculty members actively participated in revision of syllabus. Beforehand, they informally discuss with the colleagues and external experts about the existing contents of a paper & the latest developments which need to be incorporated in the syllabus.

6.3.2: Teaching and Learning

- i) Submission of teaching plan in the format provided by IQAC is made obligatory
- ii) Along with the conventional lecture method, the faculty use the modern teaching techniques like GD, class seminars, debates, remedial coaching, guest lectures.
- iii) Home Assignments & Class Assignments
- iii) Teachers use LCD for some lectures
- iv) Commerce Lab
- v) Final year students of B.B.A. & M. Com. & second year students of B.Com. & B.B.A prepare research projects

6.3.3: Examination and Evaluation

Revised Pattern of First Year Level Examinations and Assessment implemented effectively.

6.3.4: Research and Development

- i) Research Committee of college scrutinizes the research proposals to be submitted for M.Phil., Ph.D. & minor research projects etc. & makes suggestions, if any for its improvement.
- ii) Teachers are encouraged for presentation of research papers at seminars & conferences at national & international levels and also for publication of research articles & books
- iii) Teachers are motivated to do Ph.D. and undertake minor research projects
- iii) Students are provided Research Guides for their project preparation & also latest books & computers with Internet facility

6.3.5: Library, ICT and physical infrastructure / instrumentation

- i) Library Advisory Committee decides the budget allocation for each major subjects which is utilised accordingly for enrichment of the library in terms of latest edition of a variety of titles covered under commerce & management
- ii) Teachers & students are given freedom of choosing the books from the Book Exhibition held twice a year in the college, which are purchased by the college
- iii) OPAC is in place
- iv) LCD projectors are provided in classrooms
- vi) Wi-Fi connectivity & CCTV surveillance for 24 hours is provided
- vii) LMC & IQAC looks after the development of physical infrastructure

6.3.6: Human Resource Management

- i) Involvement of all faculty members in college activities
- ii) Maintenance of service records of all employees
- iii) Encouragement for academic & professional development
- iv) Assignment of new responsibilities
- v) Opportunity to participate in decision-making process
- vi) Welfare schemes in the form of group insurance, retirement benefits and loan facility

6.3.7: Faculty and Staff recruitment

- i) Roster is maintained as per state government rules
- ii) Faculty & staff recruitments are made through advertisement as per rules of UGC, Government of Maharashtra & University
- iii) Management recruits the temporary faculty & office staff purely on temporary basis as per requirement

6.3.8: Industry Interaction / Collaboration

- i) Student Research Projects on local banks & industries
- ii) Guest lectures for students
- iii) Sponsorship of college events

6.3.9: Admission of Students

- i) The college has a systematic and transparent admission process which complies the norms of affiliating university and state government and meticulously monitored by the Admission Committees.
- ii) Admission to all courses is done purely on merit basis

6.4: Welfare schemes for

<b>Teaching</b>	<ul style="list-style-type: none"> <li>i) Retirement Benefits (GPF, Gratuity &amp; Pension)</li> <li>ii) Group Insurance,</li> <li>iii) Loan Facility</li> <li>iv) Medical Reimbursement</li> </ul>
<b>Non-teaching</b>	<ul style="list-style-type: none"> <li>i) Retirement Benefits (GPF, Gratuity &amp; Pension)</li> <li>ii) Group Insurance,</li> <li>iii) Loan Facility</li> <li>iv) Medical Reimbursement</li> </ul>
<b>Students</b>	<ul style="list-style-type: none"> <li>i) Earn &amp; Learn Scheme</li> <li>ii) Scholarships including Merit Scholarship</li> <li>iii) Students' Aid Fund</li> <li>iv) Group Insurance</li> <li>v) Cash prizes &amp; Mementoes</li> </ul>

6.5: Total corpus fund generated: Nil

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	---	---	---
Administrative	No	---	---	---

6.8: Does the University/ Autonomous College declare 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?

Shivaji University introduced the reforms in the evaluation in the evaluation process of B.Com.-Part-I and B.B.A.-Part-I as follows.

- (i) No internal evaluation for B.Com.-Part-I and B.B.A.-Part-I classes
- (ii) University examination for Sem-I and Sem-II of 50 marks each
- (iii) The answer books to be assessed centrally at the respective colleges (college level CAP) as per the Examination Manual provided by Shivaji University
- (iv) The exam. record such as Answer books Issue Register, Remuneration Bills paid to the examiners, Mark-lists and Compiled Result should be maintained at the college as permanent record.
- (v) Issue of Photostat copies of answer books and revaluation, if demanded in writing by the students, should be done at college level, as per rules provided in the manual
- (vi) Marks should be verified by the respective teachers, the Director of CAP and submitted on-line within 10 days from the examination of the last paper in the course
- (vii) The Committee formed for first year level examination should handle the post-exam. grievances of the students as per rules

The separate committee was formed for that inclusive of Principal, two senior teachers, physical director and a clerk, which has been handling the above mentioned reforms. The separate arrangement for examination record is done. The committee members attended one day workshop held by Shivaji University on 'Revised Pattern of First Year Level Examinations and Assessment' on 19<sup>th</sup> July, 2012.

The University introduced semester pattern for B.Com.-Part-III from 2012-13, which provided that there should be Internal Evaluation of 10 marks each for semester-V and VI and 40 marks for University examination for each semester. It was also provided that there should be group mini-projects for Sem.-V and seminar for Sem.-VI which shall remain in force till March, 2014.

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

Not Available

6.11: Activities and support from the Alumni Association

Alumni Assemblage was organised

6.12: Activities and support from the Parent -Teacher Association

- i) PTA meets every year
- ii) Reviews and suggestions of parents are collected on the students' & teachers' performance & student support services

6.13: Development programmes for support staff

The office employees are deputed to participate in workshops on technology up-gradation & on-line submission of internal marks of students.

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

- i) Tree plantation on the campus
- ii) No vehicle day is observed on 15<sup>th</sup> day of every month
- iii) Use of tobacco in any form is banned in the college campus
- iv) There are no hazardous wastes on the campus
- v) Electronic-wastes of computer lab and office etc. are stored as dead-stock
- vi) The college has a practice of inaugurations of various events by 'watering the plants'
- vii) The college offers sapling to the guest speakers in stead of bouquet as a token of affection
- viii) For greeting the staff members on the occasion of 'birthdays' the saplings are offered

**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.

The following innovations introduced during the current academic year have created the positive impact on the functioning of college.

- i) Faculty participation in research paper presentation & publication
- ii) LCD equipped classrooms & Laptops made available to faculty for teaching
- iii) Faculties’ contribution to Distance Education Centre as unit-writers
- iv) Faculties’ contribution to other institutions as Resource Persons
- v) Co-curricular & extension activities
- vi) Growing participation of students in various activities

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

Most of the plans are carried out as per plan.

7.3: Give two Best Practices of the institution

**Best Practice-1:** ‘Nurturing handicraft skills of girl students through Swayamsidhha Cell’

**Best Practice-2:** ‘Enhancement of literary talents of the students’

7.4: Contribution to environmental awareness / protection

- i) Cleanliness campaign & pollution prohibition move (especially at the time of *Ganpati Visarjan*)
- ii) Tree plantation
- iii) Observance of No Vehicle Day on 15<sup>th</sup> day of every month
- iv) Ban on use of tobacco in any form
- v) No hazardous wastes on the campus
- vi) Electronic-wastes of computer lab and office etc. are stored as dead-stock
- vii) Practice of inaugurations of various events by ‘watering the plants’
- viii) Sapling is offered to the guest speakers in stead of bouquet as a token of affection
- ix) For greeting the staff members on the occasion of ‘birthdays’ the saplings are offered

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:**

- i) Prime location
- ii) High demand ratio
- iii) Focus on students' overall development
- iv) Meritorious Students
- v) Girls participation in sports, social & cultural activities
- vi) Counseling for progression

**Weaknesses:**

- i) Limited Infrastructure
- ii) Lack of Industrial Collaboration
- iii) Poor placement assistance
- iv) No consultancy services
- v) Poor Alumni support

**Opportunity:**

- i) Introduction of short-term add-on courses
- ii) More faculty research & publication
- iii) More UGC Schemes
- iv) Scope to organise National Seminars

**Threat (Challenges):**

- i) Accommodating increased number of students
- ii) Tracking the outgoing students
- iii) Optimal utilization of computers & Internet

8: Plans of institution for next year

- i) Introduction of short-term Certificate & Diploma Courses
- ii) Establishment of Language Lab
- iii) Strengthening interaction with Alumni
- iv) Fillip to faculty research
- v) Motivating BBA students for off-the-campus participation

*(Dr. Naushad M. Mujawar)*  
*Co-ordinator, IQAC*

*(Dr. Babasaheb A. Khot)*  
*Chairperson, IQAC*

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**Annexures:**

**1) Institutional Calendar (Academic Year: 2012-2013)**

Month	Activity
May-June	<ul style="list-style-type: none"> <li>• Declaration of results by Shivaji University (B.Com. ,B.B.A, M.Com.)</li> <li>• Preparation of Prospectus by respective committees</li> <li>• Admission process</li> <li>• LMC meeting</li> </ul>
June	<ul style="list-style-type: none"> <li>• Admission process continues for B.Com.-Part-I , M.Com. &amp; B.B.A.)</li> <li>• Staff Meeting-1 (<b>Agenda:</b> Plan of teaching work, Annual distribution of teaching and departmental work (co-curricular &amp; extension work), Discussion on ‘Result Analysis’)</li> <li>• Testing of knowledge of freshers &amp; its reporting</li> <li>• Welcome Function (Principal’s address to freshers)</li> <li>• Library Orientation</li> <li>• Registration of NSS volunteers</li> <li>• NSS regular activities (Celebration of <i>Shahu Jayanthi</i>- 26<sup>th</sup> June)</li> <li>• Formation of Students’ Working Committees for all College Associations</li> <li>• Inauguration of College associations</li> <li>• Submission of Teaching Plans</li> </ul>
July	<ul style="list-style-type: none"> <li>• NSS Orientation Programme</li> <li>• Display of Final Time Table (For UG &amp; PG sections)</li> <li>• IQAC Meeting</li> <li>• Purchase Committee meeting</li> <li>• Co-curricular activities by various college associations</li> <li>• NSS regular activities (i) Students’ Day ---9<sup>th</sup> July (ii) World Population Day-Essay Competition-11 July</li> <li>• Participation of sports teams in tournaments</li> </ul>
August	<ul style="list-style-type: none"> <li>• Meeting of Library Advisory Committee (<b>Agenda:</b> Department-wise allocation of budget &amp; other relevant issues)</li> <li>• NSS regular activities (9<sup>th</sup> August <i>Kranti Din Rally</i>)</li> <li>• Survey by NSS volunteers in adopted village</li> <li>• Independence Day (15<sup>th</sup> August)</li> <li>• Sports (Zonal &amp; Inter-zone tournaments)</li> <li>• Co-curricular activities by college associations</li> <li>• Mid-term Staff Meeting (<b>Agenda:</b> Review of academic &amp; departmental work)</li> <li>• Updating of College Website (31<sup>st</sup> August according to MDN)</li> </ul>
September	<ul style="list-style-type: none"> <li>• Formation of Students Council</li> <li>• Co-curricular activities by college associations</li> <li>• Teachers’ Day (5<sup>th</sup> September) by NSS dept.</li> <li>• International Literacy Day/ Week (8<sup>th</sup> September)</li> </ul>

	<ul style="list-style-type: none"> <li>• Internal Evaluation (Home Assignment- for B.Com-Part-II &amp; Seminar Reports for B.Com.-Part-III)</li> <li>• Social Service Scheme Day (2<sup>4th</sup> September)</li> <li>• IQAC Meeting</li> <li>• One-day Workshop under Lead College Scheme</li> </ul>
October	<ul style="list-style-type: none"> <li>• <i>Gandhi Jayanthi</i> (2<sup>nd</sup> October) by NSS dept.</li> <li>• World Meal Day (16th October) by NSS dept.</li> <li>• Meeting of Students' Council</li> <li>• Transport Safety Week (24<sup>th</sup> to 30<sup>th</sup> October) by NSS Dept.</li> <li>• National Integration Day (31<sup>st</sup> October) by NSS Dept.</li> <li>• Sports (<i>Ashwamedha</i>)</li> <li>• I-Term-End Meeting (Teaching &amp; Non-Teaching Staff)</li> <li>• B.Com.&amp; B.B.A-Part-I Semester-I Examinations</li> <li>• Assessment of B.Com.&amp; B.B.A-Part-I Semester-I (CAP)</li> <li>• B.Com.-II (Sem-III) &amp; B.Com.-III (Sem-V) Examinations</li> <li>• B.B.A.-II (Sem-III) &amp; B.B.A.-III (Sem-V) Examinations</li> </ul>
<b>Diwali Vacation ---05/11/2012 to 25/11/2012</b> <b>( Assessment &amp; Moderation ... CAP at Shivaji University)</b>	
November	<ul style="list-style-type: none"> <li>• College reopens on 25<sup>th</sup> November, 2012</li> <li>• Cleanliness Campaign on occasion of Shivaji University Foundation Day by NSS Dept.(18<sup>th</sup> November)</li> <li>• Mother Day (19<sup>th</sup> November) by NSS dept.</li> <li>• Purchase Committee Meeting</li> <li>• Students' Aids Fund Meeting</li> <li>• Co-curricular activities by college associations</li> <li>• Meeting of Students' Council</li> </ul>
December	<ul style="list-style-type: none"> <li>• World AIDS Day (Rally-1<sup>st</sup> December) by NSS dept.</li> <li>• Human Rights Day (10<sup>th</sup> December) by NSS dept.</li> <li>• IQAC Meeting</li> <li>• LMC Meeting</li> <li>• Co-curricular activities by college associations</li> <li>• PG Faculty Meeting (<b>Agenda:</b> To take review of Project Reports)</li> <li>• One-day Workshop under Lead College Scheme</li> </ul>
January	<ul style="list-style-type: none"> <li>• <i>Savitribai Phule</i> (Rally-3<sup>rd</sup> January) by NSS dept.</li> <li>• National Youth Day---Blood Donation Camp (12<sup>th</sup> January) by NSS dept.</li> <li>• Traditional Day at College &amp; <i>Tilgul Watap</i> on occasion of <i>Makar Sankranti</i> at Leprosy colony</li> <li>• 2-Day Special Event for Girls (To be arranged by Jan-Fest in association with Ladies' Association)</li> <li>• Republic Day</li> <li>• Special Camping Programme (NSS) at <i>Mouje Takwade</i></li> <li>• One-day Workshop under Lead College Scheme</li> <li>• Mid-Term Staff Meeting</li> </ul>
February	<ul style="list-style-type: none"> <li>• Co-curricular activities by college associations</li> <li>• Annual Prize Distribution Ceremony</li> <li>• Internal Evaluation (Home Assignment- for B.Com-Part-II &amp;</li> </ul>

	<ul style="list-style-type: none"> <li>Project Reports for B.Com.-Part-III)</li> <li>• Preliminary Examination ( For M.Com.-Part-I &amp;II)</li> <li>• Teachers' Evaluation by Students</li> <li>• Meeting of Students' Council</li> <li>• IQAC Meeting</li> <li>• Physical Education Examination for B.Com.-Part-I students</li> </ul>
March	<ul style="list-style-type: none"> <li>• Women Day (Rally) at <i>Mouje Takwade</i> by NSS dept (8<sup>th</sup> March)</li> <li>• Meeting of Library Advisory Committee (<b>Agenda:</b> To take review of utilization of library budget)</li> <li>• World Health Day (21<sup>st</sup> March)</li> <li>• Preliminary Examination ( For M.Com.-Part-I &amp;II)</li> <li>• Exam-oriented Guidance to Students</li> </ul>
April	<ul style="list-style-type: none"> <li>• Annual University Examination (B.Com.-II &amp;III, BBA &amp; M.Com.)</li> <li>• Semester-II Examination for B. Com.-Part-I</li> <li>• II-Term-End Staff Meeting (Agenda: Formation of Prospectus &amp; Admission Committees)</li> <li>• Submission of Syllabus Completion Report</li> <li>• LMC Meeting</li> <li>• B.Com.&amp; B.B.A-Part-I Semester-II Examinations</li> <li>• Assessment of B.Com.&amp; B.B.A-Part-I Semester-II (CAP)</li> <li>• B.Com.-II (Sem-IV) &amp; B.Com.-III (Sem-VI) Examinations</li> <li>• B.B.A.-II (Sem-IV) &amp; B.B.A.-III (Sem-VI) Examinations</li> <li>• M.Com-I &amp; II Examinations</li> </ul>
May	<ul style="list-style-type: none"> <li>• University Examinations</li> <li>• Assessment and Moderation (Central Assessment Programme as chalked out by Shivaji University)</li> </ul>

## **2) Analysis of Feedback**

### **i) Students 'Feedback( Teachers 'Evaluation by Students)**

During the academic year 2012-13 the Students' Feedback Committee collected duly filled up feedback forms from the students of each class. The feedback form contained 20 questions divided in two parts relating to the teaching, learning and evaluation. The questions were arranged on 5-point Likert's Scale. The students selected per teacher were asked to rate those questions as 'Strongly Agree', 'Agree' 'Neutral', 'Disagree' & ' Strongly Disagree.' The students were selected by using Stratified Sampling method and the Weighted Average method was used to compute the score per teacher. The collected feedback forms were evaluated in most confidential manner to sort out faculty into three categories i.e. good, average & below-average performers. Grievance Redressal Cell and Result Analysis are the other modes open to the Principal to cross-examine the feedback report so received from the committee. Having arrived at the perfect conclusion about the teachers' teaching-learning performance, the Principal confidentially shares the summary of the feedback with the individual teachers, from which they can understand their strengths and weaknesses.

Depending on score the teachers were classified in four categories, such as 'Best', 'Good', 'Average' & 'Below Average'. The feedback analysis of 19 teachers including temporary teachers revealed the following picture.

Score	Category	No. of Teachers
81to100	Excellent	00
61 to 80	Best	00
41 to60	Good	17
21 to 40	Average	02
0 to 20	Below Average	00

**ii) Feedback by Parents:**

The feedback from parents is collected in PTA meets as their remarks, which is discussed in the IQAC meetings.

**iii) Feedback by Peers & Alumni:**

The feedback from fellow teachers our college and that of other colleges meeting in Shivaji University Commerce and Management Teachers Association (SUCOMATA) and alumni (especially C.As) has led to incorporate the recent trends in business management, law, accounting & auditing in the syllabus revised every three years by Shivaji University.