



**Annual Quality Assurance Report  
(AQAR) of the IQAC  
2016-2017 (1st July, 2016 to 30 June, 2017)**

*Submitted to*

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL  
*An Autonomous Institution of the University Grants Commission*  
P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072  
India**

*By*

**DHAMANGAON EDUCATION SOCIETY'S  
ADARSHA SCIENCE, JAIRAMDAS BHAGCHAND ARTS AND BIRLA  
COMMERCE MAHAVIDYALAYA DHAMANGAON RLY  
DISTRICT : AMRAVATI- 444709**



**Year of Report: 2016-2017**

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

## Part – A

### 1. Details of the Institution

1.1 Name of the Institution

ADARSHA SCIENCE, JAIRAMDAS BHAGCHAND  
ARTS & BIRLA COMMERCE MAHAVIDYALAYA  
DHAMANGAON RLY.

1.2 Address Line 1

ANJANSINGHI ROAD

Address Line 2

-----

City/Town

DHAMANGAON RLY

State

MAHARASHTRA STATE

Pin Code

444 709

Institution e-mail address

amvdmn2010@gmail.com

Contact Nos.

07222 - 237045

Name of the Head of the Institution:

Dr. Y. B. Gandole

Tel. No. with STD Code:

07222 - 237045

Mobile:

9421737928

Name of the IQAC Co-ordinator:

Dr. S. O. Qureshi

Mobile:

07620055822

IQAC e-mail address:

drsoqureshi@gmail.com

1.3 NAAC Track ID (For ex. MHCogn 18879)

MHCogn -12185

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC(SC)/24/A&A/24.3 dated 2-5-2017

1.5 Website address:

www.adarshamv.org

Web-link of the AQAR:

www.adarshamv.org/main.html/AQAR2016-17.doc

#### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+	-	2004	5 Years (2004 – 09)
2	2 <sup>nd</sup> Cycle	A	3.20	2011	5 Years (2011 – 16)
3	3 <sup>rd</sup> Cycle	B++	2.81	2017	5 Years (2017 – 22)
4	4 <sup>th</sup> Cycle				

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

01-01-2005

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

2016 – 2017 (1<sup>st</sup> July 2016 – 30<sup>th</sup> Jun 2017)

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 2016 – 17 submitted to NAAC on (11/11/2017)

1.10 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

**UGC Career Oriented Courses**

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

**Sant Gadge Baba Amravati  
University, Amravati**

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes  Any other (*Specify*)

UGC-COP Programmes

**2. IQAC Composition and Activities**

2.1 No. of Teachers

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  Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes  No

If yes, mention the amount

During Year 2016- 17 ---- No grant received  
 During Year 2015- 16 ---- No grant received  
 During Year 2014- 15 ---- No grant received  
 During Year 2013- 14 ---- Received Rs. 3,00,000/-for IQAC composition

### 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

- Workshop on Sexual Harassment at workplace (27/02/2017)
- Seminar on Guidance for Employment, Competitive Examination, Entrepreneurship development (24/09/2016).
- Vidarbha Level Intercollegiate Seminar on Digital Economy (27/02/2017).
- Workshop on Techniques in Molecular Biology in association with Hi-Media Pvt. Ltd. (31/08/2016).
- University level Workshop on NET-SET Guidance in Mathematics jointly organized by P.G.T.D. Mathematics, S.G.B. Amravati University Amravati and RDIK College Badnera. (22/12/2016)
- Workshop on Placement Drive of CMSIT Company (27/02/2017).

### 2.14 Significant Activities and contributions made by IQAC

- Research activity promoted at college level.
- Blood Donation Camp
- Blood Group Detection Camp
- Participation in "Avishkar" Research Competition
- University Level Objective Test on C Language
- Personality Development Programme,
- English Communication skill development programme,
- Incentives given to students participated in NCC, NSS, Sports & cultural activities
- Mock Interview Competition for students
- General knowledge test
- Exhibition on Wildlife Awareness
- Guidance for essay, debate, elocution competition
- Guidance for seminar and poster Competition
- Special lectures on Health and Hygiene for girls
- Power point presentation and guidance on Physical Fitness for girls
- Road Safety Class for Girls Students
- Workshop on Sexual Harrassment at workplace
- Microteaching Workshop
- Adarsha Reading Club
- Career Guidance programme
- Guidance session for GD and Interview skills development
- Dr. Babasaheb Ambedkar Scrapbook Competition
- World Wetland Day celebration
- Intercollegiate Essay competition on Digital India
- University level Intercollegiate student Seminar competition for Computer Science
- University level Intercollegiate student Seminar competition for mathematics

- University level Intercollegiate student seminar competition on Digital India
- Dr. A. P. J. Abdul Kalam Poster Presentation
- Scrap Book Competition
- Essay completion on Indian Economy
- Elocution competition on Vision 2020
- 18<sup>th</sup> Mock Interview Competition
- General Knowledge competition

### 2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
<ul style="list-style-type: none"> <li>• To promote research activity in the college</li> </ul>	<ul style="list-style-type: none"> <li>➤ 01 Teacher Awarded Ph.D. Degree by Parent University.</li> <li>➤ Faculty members presented 21 Research Papers at National and International conferences.</li> <li>➤ 08 Students participated in 'Avishkar' a research competition organised by Government of Maharashtra. Six students under UG category and two under Research scholar category participated. Both research students from Microbiology and one UG student from Department of Computer Science won university color coat and reached state level competition.</li> <li>➤ 20 Research papers were published by faculty during the year 2016-17.</li> </ul>
<ul style="list-style-type: none"> <li>• To introduce Tutor-Ward system</li> </ul>	<ul style="list-style-type: none"> <li>• Tutor Guardian maintained a record of academic, co-curricular achievements/progress of the wards, interacted with the wards at least twice a semester helped in their growth and well being and intervened when necessary to correct them and guide them. The Tutor-guardian system was found to develop good rapport between staff and students at a personal level.</li> </ul>
<ul style="list-style-type: none"> <li>• To introduce UG &amp; PG programmes</li> </ul>	<ul style="list-style-type: none"> <li>• Sanction from government of Maharashtra for UG Course in Commerce English medium and PG courses in Mathematics, Electronics, Microbiology and Commerce English Medium was received and courses started from the current year 2016 -17</li> </ul>
<ul style="list-style-type: none"> <li>• Remedial coaching</li> </ul>	<ul style="list-style-type: none"> <li>• Remedial coaching cell was established and remedial coaching was organized for students belonging to ST/ST/OBC (non-creamy layer)/Minority communities who need remedial coaching.</li> </ul>
<ul style="list-style-type: none"> <li>• To enrich Library &amp; Laboratories</li> </ul>	<ul style="list-style-type: none"> <li>• IQAC has made recommendations to the Principal regarding library requirements, lab equipment, ICT materials, sports materials etc. to be purchased. It ensures that students support and progression is strengthened and monitored at all levels.</li> <li>• Purchased new books, reference books, Equipments and chemicals as per requisitions.</li> </ul>
<ul style="list-style-type: none"> <li>• Reorganization of college committees</li> </ul>	<ul style="list-style-type: none"> <li>• College committees were reorganized for better functioning</li> </ul>
<ul style="list-style-type: none"> <li>• Organization of workshop</li> </ul>	<ul style="list-style-type: none"> <li>• 6 workshops were organized at University, intercollegiate and institutional level.</li> </ul>
<ul style="list-style-type: none"> <li>• Organization of several academic &amp; cultural activities</li> </ul>	<ul style="list-style-type: none"> <li>• All round development of the students and staff members.</li> </ul>
<ul style="list-style-type: none"> <li>• To improve teaching methodology- The teaching faculty be motivated to have 1) Feedback of students on self-designed questionnaire, 2) Self-evaluation analysis on the basis of feedback.</li> </ul>	<ul style="list-style-type: none"> <li>• Feedbacks collected, Analysed and communicated to the concerned.</li> <li>• Annual Self-Assessment for the Performance Based Appraisal System implemented.</li> <li>• Academic audit scheme also implemented.</li> </ul>
<ul style="list-style-type: none"> <li>• Energy and Green audit.</li> </ul>	<ul style="list-style-type: none"> <li>• Recommended for using energy efficient equipment, tree plantation.</li> </ul>

\* Annexure II Attach the Academic Calendar of the year as Annexure.



2.15 Whether the AQAR was placed in statutory body    Yes     No

Management     Syndicate     Any other body

Provide the details of the action taken

- AOAR (2016-17) was placed in Local Managing Committee (LMC) of our parent management body and discussed at length.
- AOAR was approved in the meeting and management body suggested to take necessary action.

## 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	03	--	03	--
PG	02	04	06	--
UG	04 • B.A. (02 combinations) • B.Com. (Marathi Medium); • B.Sc. (06 combinations)B CA	01	03 • B.C.A. • B.A. English Literature • B.Com. English Medium	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	01	--	01	01
Others	--	--	--	--
<b>Total</b>	10	05	13	01
Interdisciplinary	01	--	--	--
Innovative	--	--	--	--

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	06 (4 PG and 2 UG Sci.)
Trimester	--
Annual	05 (01 B.A.; 02 B.Com; 01 MA; 01 MCM)

1.3 Feedback from stakeholders\*  
(On all aspects)

Alumni  Parents  Employers  Students

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

\* Annexure-I

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

- Revision/update of syllabi done at university level.
- Three faculty members of our college participated in revision/update of syllabi at university level.
- Minor revision of syllabi was done in few subjects.

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

Yes

**Post Graduate Teaching Departments incepted in Mathematics, Electronics, Microbiology and Commerce English Medium**

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
29	20	08	01	----

2.2 No. of permanent faculty with Ph.D.

13

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
00	03	---	---	---	---	---	---	00	03

2.4 No. of Guest and Visiting faculty and Temporary faculty

----

----

14

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	6	18	---
Presented papers	4	17	---
Resource Persons	0	1	---

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

- Use of ICT in teaching & learning process.
- Arranged student seminars to develop self confidence in expression of scientific ideas.
- To generate research interest among students, project assignments were given to students on latest developments in the subject.
- Visit to research institutions was arranged for students to make them aware with scientific research carried out in reputed institutions.
- Incentive to meritorious students – three students from each class (as per merit) are provided two extra B. Ts so that they can borrow extra books.
- To improve the soft skills of the students started ‘Certificate Course in Communicative English’.
- Innovation has been introduced to safeguard the health aspects of the students and worked out cheap replacement for the costly apparatus.
- A hand on experience to the students regarding PCB Fabrication was given to the students.

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

192

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

- All sorts of reforms concerning with examination/evaluation are done at university level.
- Our parent university initiated Examination reforms such as decentralization of examinations and introduction of credit system at U. G. Level.
- Facilities such as Photocopy of answer books and reassessment of answer books of examinee are provided by university on demand.
- Internal assessment system has been introduced and is based on the performance in home assignments, projects, field or industry visits, seminars and internal test examination.
- Parent University has appointed a Coordinator for every college to solve the examination and evaluation related difficulties of students.

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

03

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2.10 Average percentage of attendance of students

75%

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. Sc. I (Sem – I)	132	11.36	29.54	30.30	0.75	71.97
B. Sc. I (Sem – II)	133	12.03	35.33	30.07	---	77.44
B. Sc. II (Sem – III)	139	12.23	43.16	19.42	---	74.82
B. Sc. II (Sem – IV)	127	10.27	34.64	20.47	---	65.35
B. Sc. III (Sem – V)	118	11.01	35.59	21.18	---	67.80
B. Sc. III (Sem – VI)	104	14.42	60.57	6.73	---	78.85
B. Com. I	104	----	33.65	28.84	---	58.72
B. Com. I (Eng Med.)	15	-----	20.00	20.00	---	40.00
B. Com. II	85	---	18.85	4.70	---	28.24
B. Com. III	52	3.84	59.61	11.53	---	75.51
B. A. I	218	---	2.29	6.42	8.71	17.88
B. A. II	129	---	5.42	13.17	5.42	24.03
B. A. III	82	---	14.63	15.85	---	29.26
M.A. I	35	---	---	8.57	5.71	14.28
M.A. II	02	---	50.00	50.00	---	100
M.Sc. I (Sem I) Maths	44	---	---	13.63	---	13.63
M.Sc. I (Sem II) Maths	43	---	2.32	25.58	---	27.90
M.Sc. I (Sem I) Electr.	11	---	27.27	18.18	---	45.45
M.Sc. I (Sem II) Electr.	11	---	18.18	9.09	---	27.27
M.Sc. I (Sem I) Micro.	12	16.66	50	25	---	91.66
M.Sc. I (Sem II) Micro.	12	---	75	8.33	---	83.33

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

- The college IQAC closely monitors quality of teaching learning and suggests reforms for improvements and use of new techniques in the processes.

Some of the mechanisms developed over the years to monitor and evaluate are:

- Academic and Activity calendar of each department is submitted to the IQAC at the beginning of the academic session.
- Academic audit of all teachers for every year by evaluating the ‘teacher’s diary’, which provides the teaching plan and record of all academic as well as co-curricular activities of every teacher. This is assessed by the Principal of the collage.
- Academic progress of the students is assessed by means of tests, continuous internal assessment, common test examinations, quizzes, class seminars, home assignments, class assignments, presentations, field work and excursions, conferences, co-curricular activities and viva voce.
- Evaluation of teachers by students at the end of academic session using feedback forms. Feedback for all subjects/ classes/ teachers is assessed by the feedback committee and a report is prepared and submitted to the Principal. The feedback is shared with teachers through an interactive meeting where shortcomings/problems are discussed. Solutions to these are also provided to seek improvement in the teaching-learning process.
- The faculty member refreshes and updates their knowledge periodically by attending refresher courses, short term courses, seminars, conferences and workshops. As a result they implement new and innovative techniques in teaching like use of Power point presentation, computer assisted language learning.

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	Nil
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	02
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	Nil
Others	Nil

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	10	02	----	-----
Technical Staff	14	04	-----	-----

- Details of Administrative Staff

Administrative staff	Post sanctioned	Post filled	Post vacant
Superintendent	01	01	00
Head clerk	01	00	01
Senior clerk	02	01	01
Junior clerk	03	03	00
Library clerk	01	01	00
Peon	04	04	00
Total	12	10	02

- Details of Technical Staff

Technical staff	Post sanctioned	Post filled	Post vacant
Laboratory Assistant	03	02	01
Laboratory Attendant	12	09	03
Library Attendant	03	03	00
Total	18	14	04

## Criterion – III

### 3. Research, Consultancy and Extension

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

- Research Promotion Cell (RPC) is functional in college and takes care of all research activities.
- Staff members of all faculties are encouraged to undertake research work leading to Ph.D. Degree.
- Motivated faculty for submission of Minor Research Projects/ Major Research Projects.
- Motivated faculty for FIP / Teacher Fellowship Program of UGC
- To provide forum for discussion of advancements in all areas of science, commerce and arts, college
- Publishes “Adarsha Journal of Research and Evaluation” on quarterly basis.
- Faculty members are motivated to participate in conferences, symposia and workshops.
- IQAC encourages teachers to publish the research finding and publications in journals of national and international repute.
- Motivated research students to participate in ‘Avishkar -2016’ research competition at district level, university level and state level. Three students of college won university color coat and represented university at level.
- IQAC motivates faculty members to organize seminars and workshops. During 2016-17, College has organized 6 workshops at institute level.

#### 3.2 Details regarding major projects ---- NIL ---

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects: 06

	Completed	Ongoing	Sanctioned	Submitted
Number	04	02	06	04
Outlay in Rs. Lakhs	Rs. 4,24,747/-	Rs.5,05, 253/-	Rs. 9,30,000/-	--

#### 3.4 Details on research publications: 20

	International	National	Others
Peer Review Journals	07	02	--
Non-Peer Review Journals	--	02	--
e-Journals	--	--	--
Conference proceedings	02	07	--

#### 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 ----- **NA**

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: Nil

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----Nil

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

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

Total	International	National	State	University	Dist	College
01	--	--	--	01 ( Ph.D. awarded)	--	--

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

and students registered under them

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events: 05

University level  State level   
National level  International level

3.22 No. of students participated in NCC events: **67**

University level  State level   
National level  International level

3.23 No. of Awards won in NSS: : **Nil**

University level  State level   
National level  International level

3.24 No. of Awards won in NCC: : **Nil**

University level  State level   
National level  International level

3.25 No. of Extension activities organized

University forum	<input type="text" value="06"/>	College forum	<input type="text" value="23"/>		
NCC	<input type="text" value="03"/>	NSS	<input type="text" value="12"/>	Any other	<input type="text"/>

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

- Remedial coaching classes for ST/ST/OBC.
- Blood Donation Camp One day Workshop on ‘women’s molestation at working place’
- Blood Donation Camp
- University level NET/SET guidance program
- Guest lectures
- Workshop on Placement Drive
- Regional level seminar on digital economy (Flair – 2017)
- AIDS awareness programme
- Voters awareness programme
- Tree Plantation
- Floral waste collection and its composting
- Participation in Leprosy Eradication and Survey Programme
- Participation in Pulse-Polio Vaccination Programme
- Congress Grass Eradication Program.
- Visit to Research Organizations and industries
- Participation in ‘Yuva Mahotsav’ organized by Parent University.
- Participation of students in university sports competition (volley ball, handball, cross country, badminton, basket ball competition etc.)
- Participation in intercollegiate seminar competition
- Mock interview competition
- Participation in ‘Gandhi Vichar Sanskar Pariksha’
- ‘Commerce Week’ Celebration
- Organization of Essay, Poster and slogan competition to create wild life awareness.
- English Communication skill development
- Swachhha Bharat Abhiyan

## 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	3.475 Acre	--	Dhamangaon Education Society	3.475 Acre
Class rooms	16	--	Dhamangaon Education Society & UGC	16
Laboratories	08	--	Dhamangaon Education Society & UGC	08
Seminar Halls	01	--	Dhamangaon Education Society	01
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	02	--	UGC New Delhi	02
Value of the equipment purchased during the year (Rs. in Lakhs)	51.5108148	2.72545	-----	54.23626
Others	--	--	---	--

#### 4.2 Computerization of administration and library

- Administrative office is made automated by using CMS software of Master's Software, Nagpur
- Library is made automated by using LIBMAN software of Master's Software, Nagpur

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	9143	657390.00	917	172827.00	10060	830217.00
Reference Books	1236	366503.00			1236	366503.00
e-Books			3135000+	5750.00		
Journals	26	23615.00	26	14450.00	26	14450.00
e-Journals			6000+	5750.00		
Digital Database						
CD & Video	441	42566.00			441	42566.00
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	80	21	65	03	14	07	23	15
Added	--	--	--	--	--	--	--	--
Total	80	21	65	03	14	07	23	15

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

- Established Network Resource Centre (NRC)

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

i) ICT	2.29356
ii) Campus Infrastructure and facilities	14.59562
iii) Equipments	3.9915
iv) Others	1.94943
<b>Total :</b>	<b>22.83776</b>

## Criterion – V

### 5. Student Support and Progression

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

##### **Organized following programmes to Enhance awareness**

- Prospectus contains the detailed information of various support services and their conveners, counselling committee, annual examination schedule and grievance redressal cell etc.
- Teachers to discuss about student support services in classes as and when required.
- Time to time Principal interact with the students about the same.
- NSS and NCC Officers make the students aware about benefits of joining NSS and NCC by display of banners and classroom visits to motivate the students.
- The Sports department makes special arrangements for coaching/training to outstanding sportsman who participate, qualify and win awards at State and National Competitions.
- The career guidance and counselling Cell have been providing guidance job opportunities.
- IQAC motivate the students in their curricular and extracurricular activities.
- AIDS Awareness programme
- Principal's address to fresher's
- Blood donation camp
- Personality Development Programme,
- English Communication skill development programme,
- Incentives given to students participated in NCC, NSS, Sports & cultural activities
- Memorial prizes and awards
- Mock Interview Competition for students
- Guidance for essay, debate, elocution competition
- Guidance for seminar and poster Competition
- Career Guidance programme
- Guidance session for GD and Interview skills development
- IQAC implemented Tutor –Guardian Scheme and found to be helpful to know the deficiency in support services.
- Female safety programme
- Health awareness rally
- Elocution competition
- Blood group detection camp and HIV Screening test
- Flair 2017
- General knowledge test
- Workshop on placement drive
- Workshop on techniques in Molecular Biology
- Celebration of National Sports day

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

Institution regularly tracks the progress of all activities organized to enhance the awareness among students about student support services available in college as follows.

- For every activity to be organized, college has established committees.
- Calling the meeting of concerned committee
- Discussion and allocation of work.
- Meeting to take Feedback from concerned committee.
- Yearly assessment of work done by concerned committee.
- Student progression to higher education is tracked by individual departments by keeping in touch with them. A list is prepared at the start of every academic year recording students opting for allied subjects in higher education.
- The college invites the alumni for seminars and conferences organized by the college and they are felicitated on such special occasions.
- Through such events, present faculty members & students get an opportunity to interact with the alumni of the institution.
- Alumni are invited as chief guest for prize distribution function every year in Annual Gathering celebrated as 'Yuvak Din'.
- Every department prepares the list of its alumni and is invited in alumni meet.
- College has established alumni association which meets at least once in a year.

### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1207	112	08	--

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

Nil

### (c) No. of international students

Nil

	No	%		No	%
Men	528	40.03	Women	791	59.96

Last Year (2015 -16)							This Year (2016 – 17)						
General	SC	ST	VJ NT	OBC	Physically Challenged	Total	General	SC	ST	VJ/ NT	OBC	Physically Challenged	Total
108	223	41	100	574	04	1090	264	213	49	108	685	00	1319

Demand ratio

Dropout % : 39.44 %

Part I --- 2014-15 = 436

Part III --- 2016-17 = 264

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

- Guidance lectures on Various Career Opportunities is organized by Career Guidance and Placement Cell. Students are trained in Mock Entrance Test, GDs, Interview Techniques, and Personal Grooming etc.
- Since 1995, "Mock Interview competition" is organized every year by "Student Employment and College Guidance Bureau" with an intention to enhance the ability of students to face competitive exams, in their future career.
- The college arranged a number of guidance lectures of expert persons to prepare students for competitive examinations and personal interviews.

- Career and Counselling cell of the college Organized Workshop on 'Placement drive' on 27/02/2017 for college students with external expert Shri Pradipji Wasu, Director CMSIT of Nagpur. He provided the information useful for placement. 78 students participated and beneficiaries were 08.
- Organized Mock Interview Competition to inculcate the Skills of Competitive examinations among the students.

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

NET	<input type="text" value="03"/>	SET/SLET	<input type="text" value="01"/>	GATE	<input type="text" value="01"/>	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

To Boost Morale of students various counseling services are made available.

- Academic counselling of students by Counselor of admission committee at entry level. Principal's address to newly admitted students.
- Career Guidance Committee has been constituted for this purpose.
- The institution (Damini Club) organizes frequent special lectures for girls to guide them on psycho-social problems.
- Organization of career counselling programmes.
- Fast and Slow learners are identified and extra coaching and remedial coaching provided, respectively.
- At personal level every student is cared through Tutor Guardian Scheme.
- Career Guidance and Placement cell and Competitive Exams Cell provides various opportunities as per the qualification.
- Various social activities are conducted by NSS/NCC students.
- Counselling through Service Camps like Crowd control, Stress Management through Yoga, Sports Psychology Training, Voters Awareness Program, Consumer Awareness Program etc. are conducted.
- Career and Counselling cell of the college Organized Workshop on 'Placement drive' on 27/02/2017.

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	78	08	Nil

### 5.8 Details of gender sensitization programmes

- Damini club of College organized session on 06<sup>th</sup> Aug. 2016 on "female safety and security". On this occasion "New App Pratisad", was introduced by API Shital Malte, Dattapur police station. She strongly urge the girls to download the app for security.
- Savitribai Fule birth anniversary was celebrated on 03<sup>rd</sup> Jan 2017. Prof, Suwarna Patil highlighted "Savitribai Yug pravartak" and guided the students.



- International Women's day was celebrated on 8<sup>th</sup> Mar 2017 in college. The key speaker, Dr. Shailaja Ranade of Yavatmal delivered speech on Women and Society. Deserve Females were felicitated on this occasion.
- The Workshop on "Sexual Harassment at work place and female security" was organized on 27<sup>th</sup> Feb. 2017 by Damini Club of college. Adv. Mrs. Suvarna Mankar highlighted and guided girls students about the Female sexual harassment at work place (Ordinance No. 2013).

### 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

Intercollegiate level : 07 Students (Male : 04 + Female: 03 )

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	432 (GOI)	626151/-
Financial support from other sources	23 (EBC)	2910/-
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

- AIDS awareness programme
- Blood Donation Camp
- Voters awareness programme
- Tree Plantation
- Floral waste collection and its composting (Nirmalaya Nirmulan)
- Participation in Pulse-Polio Vaccination Programme
- Participation in Road Safety Programme.
- Workshop on preparation for competitive examinations.

- Workshop on 'Health and Hygiene for girls'
- Congress Grass Eradication Program.
- Debate on 'Woman Empowerment'
- Computer literacy program
- Mock interview competition
- Participation in 'Gandhi Vichar Sanskar Pariksha'
- 'Commerce Week' Celebration
- Organization of Essay, Poster and slogan competition to create wild life awareness.
- Swashcha Bharat Abhiyan
- Environment awareness workshop
- Organized "World Wetland Day"
- Debate on Women Empowerment
- Collection of floral wastes (Nirmalya) from city and its composting by Microbiological method.

**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**

**Vision:** To expand progressively the horizon of activities to keep pace with the latest and astounding developments and innovations being made in every sphere of knowledge and emerge as an ideal and pre-eminent Educational Foundation having institutions imparting quality education in diverse fields, thereby providing a winning edge to the aspirants.

**Mission:** To fulfil the academic aspiration of our students, to instil the importance of unremitting efforts and ethical values in them and see them transformed into the cultured, matured and learned youths having grown into the intellectual and discriminative faculties and developed the ability to cope with their perspicacious counterparts and meet the challenges of rapidly changing and increasingly competitive world.

#### **6.2 Does the Institution has a management Information System**

Yes

Details of MIS applied to –

1. Administrative procedures – Designed and implemented procedures and processes that provide detailed reports in an accurate, consistent, and timely manner regarding payroll, tax, fee, PF, salary grant, fee for no grant basis courses, student scholarship etc. use of CMS software for office automation.
2. Student admission – Student admission strictly as per rules framed by government and university including category wise quota. Information regarding student admission on website of the college. CMS software for student admission.
3. Student record – Student record maintained in CMS software.
4. Evaluation and examination procedures – Maintained in general softwares like MS Office.
5. Others – Computerized pay slips to students, Library uses automation software LIBMAN, Reprographic services using CANON – 3300.

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

##### **6.3.1 Curriculum Development**

- The faculty members of the subjects Electronics, Chemistry and Microbiology have been working on the Board of Studies of the parent University and contributing to curriculum restructuring.
- Minor revision of syllabi was done in few subjects.
- The faculty members, by giving suggestions from time to time to the concerned University authority or to the Teachers Association of the different subjects, contribute to the restructuring of the syllabus.

##### **6.3.2 Teaching and Learning**

- The teaching schedule (Time Table) is prepared at the beginning of the session and is implemented.
- Academic diaries, with teaching plans are maintained. ICT and other teaching aids are employed in the teaching-learning process.
- Library stores the most recent books, reference volumes, periodicals, journals and e-resources.
- Well equipped laboratories.
- Internet facility for students
- Guest lectures / Seminars/ workshops for students.
- Learners' performance is assessed through continuous evaluation process "such as unit tests, assignments, seminars and projects.

- Exposure of Students to mini projects in Science Departments.
- Remedial coaching classes are conducted for slow learners.
- The Academic Audit is conducted by IQAC and suggestions are implemented.
- Organize science popularization programs and other scientific events
- Promote the faculty improvement through refresher courses, orientation programs, and short term courses.
- Faculty development through microteaching workshop.
- Interaction with industry and research organizations. Apart from the conventional chalk and talk method, various ICT methods like use of PowerPoint presentations, simulations and video/animations are used for better understanding of the core concepts. All the departments are equipped with LCD projectors.
- Group discussions are also a regular feature of teaching learning.
- Student seminars are also organized.
- Case studies are involved wherever possible.
- To improve the soft skills of the students started 'Certificate Course in Communicative English'.
- Innovation has been introduced to safeguard the health aspects of the students and worked out cheap replacement for the costly apparatus.
- A hands-on experience to the students regarding PCB Fabrication was given to the students.

### **6.3.3 Examination and Evaluation**

- Regular Unit Tests / Class tests are conducted. The questions are rigorously moderated so that they are at par with the University question papers.
- Projects/ Assignments are given to students on recent developments in respective subject in particular the topics covered in the syllabus.
- Semester End Test Examinations are conducted.
- Faculty members from Departments of Electronics, Chemistry, Microbiology, Zoology and Commerce have worked on Subject Examination Committees of our parent university and involved in moderation of University question papers.
- Physical Education Department conducts physical efficiency and medical tests of students.

### **6.3.4 Research and Development**

- The college has a Research Promotion Cell that constantly encourages and guides the teachers to apply for grants. It also motivates Non Ph.D. faculty members to upgrade their academic qualification.
- Research Promotion Cell is constantly making efforts to get recognition to more research laboratories for conducting research in various subjects & fields.
- The college brings out a multidisciplinary journal Adarsha Journal of Research & Evaluation.
- The college encourages its faculty members to attend various symposia/conferences. A portion of the General Development Grant in XII plan has been earmarked towards attending conferences by the faculty members.
- 02 faculty members received Ph. D from Parent University.
- Increased involvement of teachers in research and Increase in the number of publications at national/international level. This has motivated them to pursue further research.
- Motivation and Increased number of paper presentation by faculty in conferences.
- Central library has provided DOAJ online full text open source journals accessible through the library to the researchers.
- Central library also provide INFLIBNET/ONLINE facilities to researchers.
- 02 faculty members applied for the award of teacher fellowship for pursuing Ph. D. Work.

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

- The college has a well-stocked library having rich collection of reference Books, CD-ROMs, Video cassettes.
- Library – Reading hall: Computer for OPAC search. Can accommodate about 50 students. Internet for students and staff.
- For Xeroxing Photocopying centre is on the campus.
- It is also endowed with LIBMAN software facilitating quick accession.
- The library building also houses a Big Colour TV with DVDs.
- All science laboratories are ICT supported and are equipped with LCD projectors to facilitate the teaching - learning process.
- Seven well equipped science laboratories and an automated library with e- resources are some of the other pre-requisites which facilitate the process of teaching-learning.
- Other teaching-learning facilities include Language Laboratory, Computer laboratories and Network Resource Center with Internet connectivity for students.
- Most of our departments have incorporated ICT in the regular teaching and learning process.
- Construction of indoor stadium, auditorium, computer centre and administrative building is on the verge of completion.
- New instruments have been added as per the requirement of the department.
- Department of Chemistry has developed a state-of-the art analytical instrumentation laboratory.
- Computer simulation software are used to enhance the understanding of basic concepts.

### **6.3.6 Human Resource Management**

- The college has organized Environment and Scientific Awareness programmes, English Communication skills programme to develop the available human resource.
- Mock Interview Competition is a regular feature to prepare students for Competitive Exams.
- Incentive is given to participate in NCC, NSS, Sports & cultural activities. Provide favorable environment for their professional growth.
- Memorial prizes and awards have been instituted for academic excellence.
- Science Association, Guidance cell for essay, debate, elocution, seminar, poster Competition, Commerce Association have also been instituted. The college encourages and supports the teaching staff to attend the short term courses, refresher courses and orientation programmes of UGC Academic Staff Colleges. The departments organize visits to renowned institutions to study the good practices and updating subject related matters.
- During vacation and from time to time the faculty is given the training in the use of internet, computers, audio-visuals aids, multi-media etc. by in-house experts.
- College organizes 'Microteaching workshop' to enhance quality of teaching.

### **6.3.7 Faculty and Staff recruitment**

- Standard University procedure is followed.
- Recruitment as per college needs.
- Vacancy positions are communicated to the management by the Principal.
- The appointments of teachers are made as per the qualification prescribed by the UGC, reservation and service rules of Govt. of Maharashtra and approval of SGB Amravati University, Amravati.
- All government sanctioned posts are filled using the process recommended by the university and the government.
- Roster of reservation of seats are approved from the university and government.
- Obtain the NOC from the government for filling up the post.
- The appointments are made on the merit basis and in a transparent manner by management.
- Teaching posts are filled by inviting applications through advertising in national and local newspapers. The received applications are screened and scrutinized.

- The applicants are interviewed by the selection committee constituted by the parent university.
- With the permission of management and subject to the approval of university, the college appoints competent and qualified teachers as per regulations of UGC and State Government policies.
- The newly recruited teachers are gradually inducted into the college life by involving them in various committees and assignments.

### 6.3.8 Industry Interaction / Collaboration

- Department of Microbiology organized one day workshop from Hi-Media Private Ltd.
- The students of Departments of Electronics, Physics, Computer Science and Mathematics visited Parle –G Biscuit Manufacturing unit to study automation in food companies. They also visited Science city.

### 6.3.9 Admission of Students

- Student admission strictly as per rules framed by government and university.
- The institution provides detailed information of admission procedure through college prospectus (along with the rules and regulation) of UG and PG. This ensures publicity for the admission seekers to various classes and courses.
- The complete admission process along with the schedule of form submission, display of merit lists, seat allocations, fee structure and admission policy is displayed on the college website as well as on the notice-boards in the main building and at prominent locations.
- Details regarding the admission process and the courses available in the college are also published on the institutional website [www.adarshamv.org](http://www.adarshamv.org)
- The detailed schedule of admission process is displayed on notice board of the college, with intimations of changes, if any, from time to time.
- The alumni of our college are occupying influential positions in the society. They promote the goodwill of the college and create positive impact about it in the society. They work like informal counselors to the prospective students. The institution forms a separate admission committee to ensure complete transparency in admission process. The committee prepares the detailed programme and schedule of admission procedure keeping in mind the reservation policy.
- The admission committee constituted for each faculty is entrusted with the responsibility of monitoring the complete admission process. A detailed allotment of seats to various categories is done as per reservation policy of the government.
- When the number of aspirants is far greater than the available seats, the criteria adopted for admission to science faculty are based on merit in general as well as reservation categories as per rules and regulations of State government and University received from time to time.
- If the seats remain vacant after third round, first come first served basis is used for admissions.
- The admission process works on first come first serve basis admitting the students on the availability of seats in Commerce and Arts faculties.

### 6.4 Welfare schemes for

Teaching	Credit cooperative society*
Non teaching	Credit cooperative society*
Students	<ol style="list-style-type: none"> <li>1. National Merit Scholarship</li> <li>2. State Government Open Merit Scholarship</li> <li>3. Government Public School Scholarship</li> <li>4. Talent Development Scholarship Maths And Physics</li> <li>5. State Government Open Merit Scholarship for Bright and Deserving Students Especially From Rural Areas.</li> <li>6. Merit Scholarship to Children's Of Primary and Secondary Teachers.</li> <li>7. Economically Backward Classes Scholarship</li> <li>8. Scholarship to Children's of Freedom Fighters.</li> <li>9. Scholarship For Handicapped Students</li> <li>10. G. O. I. Scholarship to Backward Class Students</li> </ol>

\*College itself does not have any loan facility. However, the employees' credit co-operative society may finance the loan. Apart from this, employees may avail loan from their PF accounts, nationalized banks and other credit co-operative societies on recommendations of the college. To avail loans from above sources, the applicant should be a confirmed employee.

**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	--	Yes	IQAC
Administrative	Yes	Senior auditor, Amravati division, Amravati and A.G., Nagpur	Yes	Tapdiya Chandana , Buthada and company, Wardha

**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 has introduced semester pattern of teaching & examination in place of annual pattern.
- University has initiated the process to introduce choice based credit system at UG Level.
- University has initiated the process of decentralization of examinations.
- The university has prescribed semester pattern for UG programmes under Science faculties' programme.
- Choice Based Credit System (CBCS) has been introduced at PG level.
- Internal assessment system has been introduced and is based on the performance in home assignments, projects, field or industry visits, seminars and internal test examination.
- Multiple Choice Questions (MCQs) are incorporated in B.Sc. question papers.
- Parent University has appointed a Coordinator for every college to solve the examination and evaluation related difficulties of students.
- University decided to start online valuation process.

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

- University Act provides for conferment of autonomy (as recognized by the UGC), to its affiliated colleges.
- College not applied for availing the autonomous status.

**6.11 Activities and support from the Alumni Association**

- Executive body of alumni association was revised.
- Meeting of new executive body of alumni association was arranged on 30.12.2015.
- It was decided to hold alumni meet in July 2016.

#### **6.12 Activities and support from the Parent – Teacher Association**

----- NIL -----

#### **6.13 Development programmes for support staff**

- Participation in various training programmes which are conducted by University.
- Participation in conferences, workshops and seminars.
- Microteaching workshop for teachers to develop teaching skill.
- Computer training for non-teaching staff.

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

- Tree plantation
- Dumping the paper wastes in pits
- Collection of 'Nirmalya' (flowers, garlands and other waste material generated during Ganpati and Durga Utsav in the city)
- Composting of 'Nirmalya' by Microbiological method.



## 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.**

- Most of our departments have incorporated ICT in the regular teaching and learning.
- Incentive to meritorious students- Three students from each class (as per merit) are provided two extra B.Ts so that they can borrow extra books.
- The Certificate course in ‘Communicative English’ has been conducted to improve the soft skills of the students.
- The Practical Accountancy Classes have been conducted with the objective of exposing the commerce students to the practical accountancy.
- Developed skills regarding PCB preparation and fabrication among the students, with a view of self-employment after graduation.
- Various innovations have been introduced to safeguard the health aspects of the students and work out cheap replacements for the costly apparatus.
- Obtained feedback from students and informed teachers accordingly.
- Internet facility provided for students
- Remedial coaching classes organised for SC/ST/OBC students.
- Promotion of co-curricular and extracurricular activities.
- Steps taken to promote research in the college.
- Visit to industries and research institutes organised for students to make them aware with scientific research carried out in reputed research institutes.
- Class room student seminars organised to develop self confidence among students
- To generate research interest among students, project assignments were given to students on latest developments in the subject.
- Research students working in college were encouraged and guided for participation in ‘Avishkar’ a research competition organised by government of Maharashtra at district, University and state level. Two research students of the college won university color coat and reached to state level competition.

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

- New undergraduate and postgraduate courses have been started, as per our plan of action
- As per our plan of action, our faculty members have submitted their proposal for Minor Research Projects to university grant commission for financial assistance.
- As per our plan of action, construction of indoor stadium, auditorium and computer centre have been completed successfully.
- All the activities were carried out as per the plan of action.
- As per our plan of action, internet facilities are provided to the students.
- Research publications with high impact factor
- Arranged remedial courses for slow learners and deprived classes.
- Attempts made to establish research collaborations
- 01 Linkage created

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

**BEST PRACTICE I**

**1. Title- Mini Research projects for undergraduate students**

**2. Objective of Practices**

- To inculcate research culture among students.
- To enable the students to develop independent critical thinking skills along with oral and written communication skills.
- Understanding the research process
- Understanding how scientists work on problems
- Learning lab techniques
- Developing skills in the interpretation of results
- The ability to analyze data
- The ability to integrate theory and practice

**3. The Context**

- Research\* discovers, elucidates and evaluates new knowledge, ideas, and the technologies essential in driving the future of society and humanity. It also provides the student a chance to critically analyze a real-life problem armed with the formal education that he/she has acquired until now.

**4. Details of Practice**

- Selection of research topic feasible under laboratory conditions
- Literature collection
- Thinking about time management
- Decided methodology of experimentation.
- Data collection and recording
- Data analysis and interpretation

**5. Evidence of Success**

- Students worked out the research project successfully.
- Two groups of students participated in district level research competition 'Avishkar 2017' and presented their research project.

**6. Problems observed**

- While learning at undergraduate level, Students do not get sufficient time for doing experimentation of their research project.

## **BEST PRACTICE II**

### **1. Title of Practice: Reading Club for Students**

#### **2. Objectives:**

- To promote reading culture among students.
- To reinforce the importance of reading
- To stimulate conversation and debate on a common topic
- To reinforce the idea of education as something that takes place outside as well as inside the classroom.

#### **3. The context:**

- Reading and discussion are fundamental to higher education & an individual's personality. Reading broadens cultural horizons, introducing readers to new ways of understanding and experiencing the world. Discussion challenges readers to reflect critically, to communicate effectively, and to share their ideas with others. Reading and discussion at undergraduate level can be critical in stimulating the intellectual growth, moral development, and aesthetic appreciation.

#### **4. Details of Practice:**

English department has its own departmental library. The students are encouraged to enroll in the club through notices and mouth publicity. The record of individual student is maintained in the department. Usually the meeting of the club is called on Saturdays where students present books reviews and discuss various topics. Along with reading, students participate in group discussions and PPT presentations.

#### **5. Evidence of Success**

- Till now 51 students have joined the club and they are reading books on a regular basis.
- The number of enrolled students is increasing every year.
- It has spread awareness among students regarding the importance of reading
- Students are reading different types of books on a regular basis
- It has helped them develop their language and expression
- They actively participate in various group discussion and presentation activities
- It also helps them develop their overall personality ultimately resulting in better academic and co-curricular performance as well

#### **6. Problems observed**

- Many students have hectic schedules so they can't spend enough time on reading

- Separate platform for discussion & open access to the books not available
- Many students prefer digital versions of the book
- Inadequate furniture to run the club

Following is the list of students in Reading Club

Sr.	Name of the Student	Sr.	Name of the Student
1	AACHAL CHATULE	27	NIKITA RAUT
2	AAFRIN SHEIKH	28	PARUL RATHI
3	AAKANKSHA KHAIR	29	PRAKASH MADHAVE
4	AKANKSHA TUPAT	30	PRANALI WAKEKAR
5	AKANKSHA TUPAT	31	PRANITA PANDE
6	AKSHAY THAKARE	32	PRATAP KALE
7	ANKITA SHIVARKAR	33	RACHANA SHARMA
8	ANKUSH PACHARE	34	RAKHI KOTHARI
9	APARNA JAGTAP	35	RITHESH MALODE
10	BABITA HIWARKAR	36	SACHIN PINGALE
11	BHARATI NEWARE	37	SAEMA SAYYAD
12	CHAITALI LAWANGE	38	SAGAR PADGHAN
13	CHITRALEKHA KOLHE	39	SAGAR THOOL
14	GEETA WALKE	40	SALONI BAGHEL
15	GUDDI SARODE	41	SAURAV DHOTE
16	KAJAL SAKHARKAR	42	SAYAMA KHAN
17	KOMAL PURI	43	SHRADDHA DESHEWAR
18	KOMAL SHRIWAS	44	SHREYA UNONE
19	KSHITIJ VAIDYA	45	SHUBHADA DHAKULKAR
20	LINATA JUMADE	46	SONU WANKHADE
21	MARIYA HUSSAIN	47	SWATI ROKADE
22	MAYURI SHIVNAKAR	48	TUSHAR LOHIT
23	MONALI BUDHALANI	49	URZA AFSHIN
24	MUNIRA HUSSAIN	50	VEERAL CHANDARANA
25	NIKITA GODE	51	YUVRAJ SONI
26	NIKITA MASKE		

In addition to above best practices we also follow following best practices-

- Organization of regional level seminars/ workshop, elocution competitions.
- Transparency in recruitments and financial matters
- Active participation of students in youth festival and cultural activities
- Campus monitoring
- Health center with 12-station multi gym facility
- Library and office automation
- Complaint box for girls
- Mock interview competition
- Microteaching workshop for teachers
- Nirmalya (Holy waste) collection and production of compost
- Blood donation Camp.

- Blood group detection camp
- Career and counseling cell.
- Dress code / Uniform for the students.
- Feedback Mechanism.
- ICT and IT enabled services.
- “Damini” Club for Gender sensitization
- Commerce Week celebration.
- Tutor- Guardian scheme to make proper co-ordination among parents, students and teachers.
- Free Bacteriological Water Analysis Service

#### 7.4 Contribution to environmental awareness / protection

- Tree plantation
- Composting of Nirmalya.
- Awareness about the use of biofertilizers
- Eradication of Parthenium Weed (Congress grass /Gajar Ghaas).
- For developing ecological consciousness amongst students a wide range of activities such as poster exhibitions, field visits, and seminars are undertaken by the college.

7.5 Whether environmental audit was conducted? Yes



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

#### **Strengths of the Institution**

- Well-equipped Science Laboratories.
- Three recognized laboratories for research purpose.
- Enriched library and book bank scheme for students.

#### **Identified weaknesses**

- Narrow range of offered courses at PG level
- Lack of consultancy services
- Since the college is situated in the rural area, most of the students are coming from the surrounding villages. Due to this the students are lacking in communication skills.

#### **Identified Opportunities**

- Scope for introducing post graduation courses in various subjects.
- Scope for collaborations with academic and social organisations
- Scope for strengthening research activity.

#### **Identified challenges**

- It is challenge to the college to decrease the dropout rate by taking all out efforts.
- To provide job opportunities for the graduating students.

## 8. Plans of institution for next year

- Planning to start new programmes at UG and PG level.
- Planning to organize zonal sports matches.
- Planning to organise conferences, workshops & seminars.
- Planning to establish more collaborations with academic and social organizations
- Planning to improve research and development
- Planning to take steps to improve dropout rate.
- Planning to establish central instrumentation cell for optimum use of resources

Name - Dr. S. O. Qureshi

Name - Dr. Y. B. Gandole

\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

\_\_\_\_\_  
*Signature of the Chairperson, IQAC*

**Adarsha Science, J. B. Arts and Birla Commerce Mahavidyalaya,  
Dhamangaon Rly.**

**Report on Student's Feedback (2016-2017)**

**Introduction**

Teaching and learning is a two way process involving a teacher and the taught. It is well known that for effective teaching, student's feedback plays a very important role. While delivering a lecture in the class, every teacher would like to know to what extent the students are able to understand the subject from face reading and also by asking questions. Students are the best judges of their teachers. A teacher can be judged in terms of certain fundamental traits (criteria) like,

- 1) **Preparation for the lecture,**
- 2) **Punctuality,**
- 3) **Conceptual Clarity,**
- 4) **Ability to generate interest in the subject,**
- 5) **Encouragement to raise questions,**
- 6) **Communication skills,**
- 7) **Commitment to students,**
- 8) **Accessibility of the teacher to solve difficulties and**
- 9) **Overall rating.**

**Methodology**

With the objective of knowing the opinion of our students about teachers (faculty), a questionnaire was framed involving above cited criteria. In addition to these criteria, some questions were also set to test the integrity of the respondent to obtain a response as realistic as possible. To get unambiguous response, each question (questionnaire is enclosed) was set with four alternatives (like very good, good, satisfactory and unsatisfactory) and the student was asked to mark the most appropriate option in his/her opinion. Since our college is located in rural area and the medium of instruction in Arts and Commerce faculties is Marathi (Regional language) the questionnaire was translated in Marathi (copy is enclosed). Further, to get unbiased feedback, we administered the questionnaire to all the students (in the faculties of Arts, Commerce and Science) on the same day the 3<sup>rd</sup> Feb.2016 and simultaneously without any prior notice. Later on, the data was statistically analyzed to obtain the teacher profile in each faculty as well as the overall profile of the college. Copies of the data sheets were provided to each teacher for introspection and to take corrective measures wherever required.

**Results and Discussion**

Data regarding % Respondents in the range of 0- 19%, 20- 39%, 40- 59%, 60- 79% and 80-100% and the number of teachers in these ranges in Science Faculty is given in Table 1. Analysis of the

data reveals that in respect of overall rating more than 90% students have rated the teachers from excellent to satisfactory and only <10% have reported that the teachers are unsatisfactory. Similarly in Commerce Faculty (Table 2) less than 8% respondents feel that the performance of teachers is unsatisfactory. In the faculty of Arts (Table 3), the overall rating indicates that only <8% students think the teachers are unsatisfactory.

To get overall profile of the college, the data of all faculties have been consolidated as shown in Table 4. Important observations from Table 4 are as under.

**1) Criterion I: - Preparation for the lecture**

80 -100% of the respondents are of the opinion that 35.7% teachers come in the class with excellent (thorough) preparation of the lecture. However, below 19 % respondents that are of the opinion that the lecture preparation of all the teachers is unsatisfactory.

**2) Criterion II: -- Punctuality**

Analysis of the feedback data indicates that large number of students feel that teachers are sincere and committed to the cause of education. However, a very small number of students (<19%) rated all the teachers as unsatisfactory on account of punctuality.

**3) Criterion III: Conceptual Clarity**

Data reveals that 32.1 % teachers have been rated as having excellent conceptual clarity by 80 - 100% respondents. where as 20– 39% students opined that 75% teachers have excellent subject knowledge. Very few students (<19%) think that the subject knowledge of all teachers is unsatisfactory.

**4) Criterion IV: - Ability to generate interest in the subject**

Majority of the students think that the teachers heave excellent to satisfactory ability to generate interest in the subject. Less than 19% respondents feel that the ability of teachers to generate interest in the subject is unsatisfactory.

**5) Criterion V: - Encouragement to raise questions**

This survey reveals that 53.5 % teachers encourage to raise the questions always according to 60 -79% respondents. Only few students are of the opinion that the teachers never encourage to raise the questions.

**6) Criterion VI: - Communication skills**

46.5% teachers communicate excellently according to 60-79% students. 20-39% students think that 30.0% teachers could communicate the subject effectively. A few respondents (<19%) feel that the teachers are ineffective in communicating the subject.

**7) Criterion VII: - Commitment to students**

Data indicates that majority of teachers are committed to students. Only a small minority of students think that all the teachers are not committed to students.



#### **8) Criterion VIII: - Accessibility of the teacher to solve difficulties**

In this respect the opinion is quite divided but a majority of students have reported excellent to satisfactory accessibility of the teachers outside the class. However, as in the above cases, only <19% students report that the accessibility is not satisfactory.

#### **9) Criterion IX: - Overall rating of the teachers**

In response to overall rating of teachers, it was observed that 10.7 % teachers have been rated as excellent by 80 - 100% students. In the range of 20 -39 %, 40 -59 %, 60 -79 %, the respondents feel that 10 %, 35.7 % and 42.8%, of the teachers are excellent in these ranges respectively. In general, less than 19 % of the respondents have expressed the view that all the teachers are unsatisfactory in overall rating.

#### **Conclusion**

Students feedback analysis for the year 2016-2017 indicates that majority of the students (>90%) are satisfied with the faculty and have rated the faculty from excellent to satisfactory. Only a very small section of the students (<19%) appears to be unsatisfied with the faculty.

#### **Acknowledgement**

As a convener of the student feedback committee, I am thankful to Hon'ble Principal Dr.Y. B. Gandole for encouragement and the committee members, Shri S.A. Rodge, Shri S.V. Manohare, Shri S.T. Pendam, Shri N. P. Singhavi, Shri V.A.Sadafale, Shri K.H.Barapatre ,Shri G.S.Mendhe and Shri A.B.Band for their cooperation in data collection and analysis. Also, I am thankful to all the faculty members for their cooperation in data collection. Last but not least, I appreciate the active participation of students in this activity.

**(Dr. G. N. Budhlani)**

**Convener, Students' Feedback Committee**

## Academic calendar 2015-16

S.No.	Session	From	To
1	First Session	13 June 2016	22 Oct. 2016
2	Winter Vacation	24 Oct. 2016	13 Nov. 2016
3	Second Session	14 Nov. 2016	29 April 2017
4	Summer Vacation	01 May 2017	11 June 2017

Categorization	Number of weeks (6 day a week pattern)		
	First session	Second session	Total
Teaching & Learning process	16 week = 96 days	16week = 96 days	32 Week = 192days
Admissions / Examinations	03 week = 18days	05 week = 30 days	8 Week = 48 days
Vacation	03 week = 18 days	06week = 36 days	09 Week = 54 days
Public Holidays	01 week = 6 days	02 week = 12 days	03 Week = 18 days
<b>Total</b>	<b>23 week = 138 days</b>	<b>29 week =174 days</b>	<b>52 Week = 312 days</b>

## Proposed Schedule of Academic Events 2015-16

S. N.	Proposed activity	Proposed Schedule
1	Meeting with staff members	13 <sup>th</sup> June 2016 ( 4.00 PM)
2	IQAC meeting	At least one meeting in a month
3	Time table	20 <sup>th</sup> June 2016
4	Admissions ( First year)	13 <sup>th</sup> June 2016 to 30 <sup>th</sup> June 2016
5	Student interaction	Third week of July, 2016
6	Departmental Annual Calendar	20 <sup>th</sup> June 2016
7	College campus beatification & Tree plantation	15 <sup>th</sup> June 2016 to Nov. 2016
8	NSS camp	Dec. 2016 last week
9	Youth Festival and blood donation camp	12 <sup>th</sup> and 13 <sup>th</sup> Jan. 2017
10	Republic day organization	25 <sup>th</sup> and 26 <sup>th</sup> Jan. 2017
11	Organization of workshops	4 – 5 workshops throughout the year
12	Student Seminar	In the month of January, 2017
13	Mock interviews	2 <sup>nd</sup> week of January, 2017
14	Alumni meeting	2 <sup>nd</sup> week of December, 2016
15	Parents meeting	3 <sup>rd</sup> week of December, 2016